

TEMPORARY VIRTUAL EDUCATION

The District may allow students to participate in temporary virtual education (TVE) through virtual learning at such times and in such a manner as determined by the Superintendent or his/her designee. All TVE in the District shall be administered in accordance with Wyoming law, and the Wyoming Department of Education regulations. In general, TVE may be utilized at any grade level during a school closure or in situations when a student is temporarily unable to physically attend school and the Superintendent and his/her designee determines that TVE is appropriate for the student. This policy shall not be construed to require the District to provide TVE to any student or to provide TVE when a building or school is closed.

Delivery of TVE

TVE may be delivered via synchronous or asynchronous: (a) virtual delivery of classroom-based, face-to-face lessons when a student is off-site in conjunction with in-person, classroom instruction for classmates who are in school; (b) virtual instruction of courses when all students and teachers are off-site; and/or (c) virtual instruction when students are in the classroom but the teacher is off-site. Teachers may be in their physical classrooms instructing students in the classroom at the same time they are synchronously or asynchronously instructing students off-site. Teachers may, in rare situations, deliver TVE instruction while off-site. Such situations shall generally only occur during school-wide, district-wide, grade-level wide or similar closures where all students and teachers within a building, a school, or a grade-level are attending school through TVE. Teachers will generally not be permitted to deliver TVE instruction while they are off-site to students in the classroom, unless special circumstances exist. Such situations will require prior approval of the Superintendent. All teachers delivering TVE must be teachers currently employed by the District.

The District will provide such device(s) and/or software needed for students to participate in TVE through whatever medium is being used for the virtual instruction delivery, including video and audio technology, for any synchronous interaction that may be provided. Students may access TVE through the Internet. If a student does not have access to the Internet and the student will be receiving TVE for more than one

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consecutive day, the District shall provide an alternative (i.e., downloadable or printed materials and telephonic interaction with the teacher).

Monitor Quality of Instruction

To monitor the quality of TVE instruction, principals shall, to the extent practicable, conduct observations of some classes which are delivered by TVE. Since delivery of instruction by TVE may be sporadic and unpredictable, observations of classes delivered by TVE may not always be practicable. Principals shall conduct their observations in accordance with the same methods and using the same evaluation instruments the District uses for in-person, on-site observations.

Attendance

TVE days are days in face-to-face classes in which either a student, or, in the case of building closures or planned virtual days, the majority of students or all students, are receiving instruction outside of their physical classroom through virtual delivery. TVE days must account for less than fifty percent (50%) of the total number of school days in any given school year. In-person instructional days shall account for the majority of the school days in any given school year for all children and teachers.

The District will track attendance and indicate whether a student attends in-person or via TVE. Off-site attendance via TVE must be verified by the classroom teacher on a daily basis. Attendance should be recorded for each class period for junior high and high school, and twice daily in elementary schools. Attendance taken in TVE for any given day or class period shall be recorded in the District's permanent student information system no later than the start of the next school day.

To ensure that TVE days do not exceed fifty percent (50%) of the total school days for any student, each teacher shall record the attendance of each student attending by TVE as described above. The District shall track the number of days each student attends school for a day by TVE, or for junior high or high school students, each class a student attends by TVE. When a student has attended 40% of the total days for a school year by TVE, or has attended 40% of the classes for a school year by TVE, the District shall notify the student and his or

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her parents of the number of days the student has already attended school by TVE, and the maximum number of days remaining that the student may attend school by TVE. The notice shall inform the student and his or her parents that the student may not attend school by TVE after the maximum number of days has been reached.

Notice

The District shall notify the parents/guardians of students receiving instruction by TVE by telephone, text, e-mail, or other means of communication. The District shall not be responsible for the care or monitoring of students who are participating in TVE while situated outside of school district facilities. Parents/Guardians shall be responsible for all care and other needs of students participating in TVE while situated outside of school district facilities.

This policy shall not apply to the district's full time virtual learning program.

Reference

W.S. 21-13-330

Dept. of Education Rules, Chapter 41

First Reading: 9-12-22

Second Reading: 10-3-22