



Delaware Virtual School

Reference Manual

2008-2009

[D R A F T]

Contact Information

Dr. Wayne Hartschuh
Executive Director
Delaware Center for Educational Technology
35 Commerce Way
Dover, DE 19904
302 857-3305
whartschuh@doe.k12.de.us

Delaware Virtual School Overview

The Delaware Virtual School is a statewide public virtual school that provides a quality educational alternative to districts, students, and parents. This overview identifies the responsibilities and obligations of the Delaware Virtual School and participating districts and charter schools when their students are enrolled in an online Delaware Virtual School course.

Delaware Virtual School, in partnership with participating school districts and charter schools, makes online courses and instruction available to Delaware students. In an effort to provide online course options and support to Delaware students:

DELAWARE VIRTUAL SCHOOL WILL:

1. Provide access to curriculum, instruction, and materials for students enrolled in our online courses.
2. Recruit, hire, train, and monitor highly qualified, certified teachers.
3. Provide training and support to local school site coordinators when students are enrolled in Delaware Virtual School courses.
4. Communicate regularly with local school site coordinators regarding students' academic progress in Delaware Virtual School courses, including alerts for non-participating or low-achieving students.
5. Award final course grade for completion of each 0.5 or 1.0 credit by enrolled students.
6. Administer a common withdrawal/drop policy for students enrolled in Delaware Virtual School courses.
7. Provide instructional accommodations as required by students' Individual Educational Programs (IEPs). These instructional needs must be clearly communicated by the school to the instructor.
8. Provide training and awareness programs about other educational services provided by Delaware Virtual School.

PARTICIPATING DISTRICT OR CHARTER SCHOOL WILL:

1. Promote Delaware Virtual School as an educational option to students and their parents.
2. Designate a district / charter school contact to whom Delaware Virtual School will send all appropriate information about the Delaware Virtual School.

PARTICIPATING SCHOOL WILL:

1. Designate a school site coordinator to assist in scheduling and communication regarding Delaware Virtual School courses.
2. Provide access to appropriate and requisite technology for students to successfully complete online coursework.
3. Verify that registration in selected Delaware Virtual School courses is appropriate based on the academic history (prerequisites), age, and grade level of each student.
4. Counsel and support students for success in online courses.
5. Assist with fostering of communication among students, parents, and Delaware Virtual School teachers.
6. Have students and parents sign the Online Course Commitment Agreement.

7. Monitor students in the initial two weeks of the course to ensure online learning is suitable for the student. If not, ensure the student is dropped from the course.
8. Honor and reflect final course grades as determined by Delaware Virtual School certified teacher for completion of Delaware Virtual School courses on students' educational transcripts and award credit for successful completion of Delaware Virtual School courses.
9. Adhere to a Delaware Virtual School withdrawal/drop policy for students enrolled in Delaware Virtual School courses.
10. Retain responsibility for special education services required by students enrolled in Delaware Virtual School, and provide needed technology or software accommodations as required by students' Individual Educational Programs (IEPs). The Delaware Virtual School instructor will meet the instructional needs of the student from a distance as long as they are clearly communicated by the school, but the school is responsible for providing local accommodations.

Apex Learning and Florida Virtual School What are the Differences?

The two online course providers have minimal differences. Both providers design their courses to be performance-based and allow students to work at their own pace. The biggest difference is the calendar of start and end dates.

Apex Learning uses the traditional school calendar and offers courses by semester for the traditional 16 weeks. The students can finish prior to the 16 weeks, but have a maximum of 16 weeks to complete the coursework. Upon completion of the first semester, students would then be enrolled for the second semester. If the first semester is completed in the fall, the second semester enrollment would be in the spring. If the first semester is completed in the spring, the student would have the choice of enrolling in the second semester over the summer (in 8 weeks) or in the fall (in 16 weeks). If a student finishes the first semester of the course in 10-12 weeks, the student would wait until the beginning of the next semester to start the second semester.

Florida Virtual School offers a rolling enrollment where a student could start the course at any time and the student would have 26 weeks to complete a half credit course and 52 weeks to complete a one credit course. The student works at their own pace and this is a good choice for schools on a true block schedule where a student completes a one credit course in a one semester timeframe.

Course Descriptions for the Delaware Virtual School Pilot Program: 2008-2009

Apex Learning

Spanish I: Syllabus

http://www.apexlearning.com/CourseOutlines/2008-2009/Core/spanish_i_sem_1_c.htm

Spanish II: Syllabus

http://www.apexlearning.com/CourseOutlines/2008-2009/Core/spanish_ii_sem_1_c.htm

Algebra I: Syllabus

http://www.apexlearning.com/CourseOutlines/2008-2009/Core/algebra_i_sem_1_hc.htm

Pre-Calculus: Syllabus

http://www.apexlearning.com/CourseOutlines/2008-2009/Core/pre_calc_sem_1_hc.htm

Physical Education: Syllabus

<http://www.apexlearning.com/CourseOutlines/2008-2009/Core/pe.htm>

US Government and Politics: Syllabus

http://www.apexlearning.com/CourseOutlines/2008-2009/Core/us_gov_and_politics_hc.htm

Apex Course Catalog (Master List)

http://www.apexlearning.com/core_courses_2008_2009.html

Florida Virtual School

Spanish I: In-depth Course Description

http://www.flvs.net/students_parents/VSAcourseDetail.php?CourseID=89

Spanish II: In-depth Course Description

http://www.flvs.net/students_parents/VSAcourseDetail.php?CourseID=90

Algebra I: In-depth Course Description

http://www.flvs.net/students_parents/VSAcourseDetail.php?CourseID=19

Pre-Calculus: In-depth Course Description

http://www.flvs.net/students_parents/VSAcourseDetail.php?CourseID=87

Personal Fitness: In-depth Course Description (0.5 credit)

http://www.flvs.net/students_parents/VSAcourseDetail.php?CourseID=85

American Government: In-depth Course Description (0.5 credit)

http://www.flvs.net/students_parents/VSAcourseDetail.php?CourseID=23

Florida Virtual School Course Offerings (Master List)

http://www.flvsgs.net/index.php/e_solutions/for_educators/course-offerings.html

Characteristics of a Successful Online Learner

A successful online learner is self-motivated, good at managing time, does not procrastinate, enjoys writing and reading, and is computer literate. If a student puts off things until the last minute, doesn't like to type, or absolutely must have face-to-face time with an instructor, then online learning may not be for that student.

There is no magic formula for selecting students that will be successful in an online course. However, most agree that it is important to have:

- a high level of motivation,
- self-discipline,
- computer skills (or the desire to develop computer skills), and
- just as much, if not more time to spend on online coursework than in a traditional face-to-face course.

Characteristics of successful online students include:

- Self-directed and conscientious about completing assignments.
 - Students will not have someone there face-to-face to remind them of assignments.
 - Students will need to be able to follow directions or be willing to initiate communication with the instructor when they have a question.
 - Students may get less immediate, direct feedback and may need to monitor their own progress more closely.
- Strong time management skills.
- Strong organizational skills.
- Comfortable using technology
- Not a procrastinator
- Careful, thorough reader
- Ability to successfully follow written directions