PAULDING VIRTUAL ACADEMY

High School Handbook

2021-2022

Paulding Virtual Elementary Academy is a program of the Paulding County School District

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Paulding County School District July 2021 – June 2022 (DLD)

July

S	M	T	W	T	F	S	
				1	2	3	
4	5	6	7	8	9	10	5 – 4th of July Holiday
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	26-30 Pre-planning
							29 - Open House

August

S	M	T	W	T	F	S	
1	2	3	4	5	6	7	2 – First Day of School
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					
							22 Days

September

S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	6 – Labor Day
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	20-24 - Fall Break
26	27	28	29	30			
							16 Days

October

S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	11-14 - Parent Conferences (2 hr)
17	18	19	20	21	22	23	15 – Teacher PL/Student
24	25	26	27	28	29	30	Digital Learning
31							21 Days

November

S	M	T	W	T	F	S	
	1	2	3	4	5	6	2 – District Professional Learning
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	22-26 – Thanksgiving Break
28	29	30					
							16 Days

December

S	M	T	W	T	F	S	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	17 – Two Hour Early Release
19	20	21	22	23	24	25	20-31- Holiday Break
26	27	28	29	30	31		
							13 Days (88 Days)

January

S	M	T	W	T	F	S	
						1	
2	3	4	5	6	7	8	3 - Teacher Workday
9	10	11	12	13	14	15	4 – First Day Second Semester
16	17	18	19	20	21	22	17 – MLK Holiday
23	24	25	26	27	28	29	
30	31						19 Days

February

S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	21-25 – Winter Break/Holiday
27	28						
							15 Days

March

S	M	T	W	T	F	S	
		1	2	3	4	5	
6	7	8	9	10	11	12	11 – Teacher Workday
13	14	15	16	17	18	19	14-18 - Parent Conferences (2 hr)
20	21	22	23	24	25	26	
27	28	29	30	31			
							22 Days

April

S	M	T	W	T	F	S	
					1	2	
3	4	5	6	7	8	9	4-8 – Spring Break
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
							16 Days

May

S	M	T	W	T	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	27 – Last Day of School
15	16	17	18	19	20	21	27 – Two Hour Early Release
22	23	24	25	26	27	28	27-28 – Graduation Ceremonies
29	30	31					30 – Memorial Day
							31 – Post Planning
							20 Days (92 Days)

June

S	M	T	W	T	F	S	
			1	2	3	4	1 – Post Planning
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

Last Edited 2/2

- ⬛ (Blue) Holiday/Schools
- ⬛ (Green) Teacher Workday/Student Holiday
- ⬛ (Purple) Early Teacher Professional Learning/Student Digital Learning
- ⬛ (Yellow) Conferences (ALL Levels) Students Dismissed 2 Hours
- ⬛ (Red) Early Release/All Students Dismissed 2 Hours

Program Summary

The Paulding County School District is excited to announce a new online learning opportunity for high school students. The Paulding Virtual Academy (PVA) option was created in direct response to the feedback we received from parents/guardians. The PCSD now offers a 100% virtual online school. The academic expectations and rigor will mirror face-to-face instruction, and virtual students will have a full school day Monday through Friday. Students will be required to participate in virtual class sessions and utilize an online platform for their daily/weekly assignments and submission of completed work.

Over the past four years, PCSD has operated a successful online program under the name of Paulding Virtual Academy. This blended program with students attending NHEC and working from home was by application only and had a limited number of students. PVA has compiled a successful track record of working with students in grades 6 - 12. The lessons and best practices learned at PVA are being expanded to provide students at the districted schools a similar experience. The changes in PVA for high school will enable students in grades 9 - 12 to work from home. Student enrollment in the high school online program is conditionally based on the students' appropriate attendance in the program and continued satisfactory academic progress in the program.

Prior to each school year through the Infinite Campus Parent Portal, an online registration form will be issued to parents/guardians during an announced window of time. Parents/guardians must register students for PVA during the window to allow schools, teachers, and the district to plan appropriately for the following school year. Please note that parents selecting PVA for their student during the window are committing to virtual instruction for a full school year.

The Paulding Virtual Academy will operate according to the following:

- A completely online program facilitated by Paulding County School District teachers.
- Live video conferencing and online classes to be completed at home.
- Opportunities for participation in live tutoring and supportive instruction.
- Access to supportive instruction such as ESOL, ESEP, etc.
- Encouragement and monitoring to complete assignments as scheduled.
- Parent/teacher communication regarding each student's progress
- Student grading that is consistent with the Paulding County School District's grading policies. Students/Parents will be able to utilize the Infinite Campus Parent Portal to view and monitor student academic progress.
- The ability to participate in home high school (your normal districted high school) activities which may include clubs, sports programs, proms, graduation, and other after school activities.
- Pacing Guides outlining the class requirements due each week.

Paulding Virtual Academy requirements:

- Enrollment in the program for a **minimum of one school year.**
- Internet access and appropriate technology device per student enrolled in PVA
- Parent/Guardian Commitment: A supervising adult for PVA students must ensure that students are online in their courses and is responsible for ensuring that the student attends each live video conferencing session, behaves appropriately, and completes independent work.
- REQUIRED: Updated phone numbers and e-mail addresses in IC, a working Parent Portal account, and a working paired Canvas account

Paulding Virtual Academy student responsibilities:

- Login and participate in all live instruction.
- Fulfill daily/weekly pacing guide expectations.
- Communicate with teachers through e-mail and video conferences.
- Participate in activities as required by the districted school and PCSD.
- Some courses require students to be on a PCSD campus for proctored assessment.

PVA Participation Criteria

Student and enrolling Parent/Guardian must reside within the borders of the Paulding Count School District and must apply during the open registration window.

PVA Application Process

Parents/guardians interested in enrolling their student in PVA must complete an online application in Infinite Campus Parent Portal during the open registration window prior to each school year. After the registration window has closed, the parent/guardian will be contacted regarding admission status. Parents/guardians are required to re-apply for PVA prior to each school year.

Financial Obligations

There is no charge to participate in Paulding Virtual Elementary Academy. **Please note, all prospective Paulding Virtual Elementary students must confirm access to their own device and internet connection during school hours before enrollment in the program.** Additionally, students need the ability to print handouts and need access to general school supplies.

Materials, equipment, internet access, or any support that students receive from the school system, are issued to students as borrowed property; consequently, students will be held responsible for damage and/or loss of items issued to them. Any financial obligations must be settled before a student can withdraw, graduate, receive grade reports (including final transcripts), student records, or diplomas. Please note, all prospective PVA students must confirm access to their own computer and internet connection during school hours before enrollment in the program.

Parental Involvement & Expectations

Parents are encouraged to monitor their student's progress regularly by checking Canvas along with regularly checking Parent Portal.

Parents/guardians must be available for conferences, meetings, or phone calls with teachers and administrators as requested. Parents are expected to be actively involved in the behavior support processes designed to promote positive choices and behavior.

Parents are expected to be actively involved in the behavior support processes designed to promote positive choices and behavior. Parents should avoid disruptive adult behaviors during live conferencing sessions that would disrupt the educational process.

Internet/Equipment and Electronic Network Usage

Paulding Virtual Elementary students have 24/7 access to most course materials. Please note:

1. Students are offered the opportunity to enhance their education using the internet and other electronic networks. There is no right to privacy as it relates to information accessed, developed, or used on Paulding County School District computers, networks, and the internet. Paulding County School District employees may monitor or access information from computer workstations at any time. Paulding County School District does not provide electronic mail, off campus internet access, or equipment to students.
2. Paulding County School District takes precautions to prevent access to materials that may be defamatory, inaccurate, offensive, or otherwise inappropriate in the education center setting. On an unregulated network, however, it is impossible to control all material, and a user may discover inappropriate material. Ultimately, the parent/guardian is responsible for setting and conveying the standards that their son/daughter or ward should follow, as the parent/guardian is legally responsible for his/her student's actions. Paulding County School District supports and respects each family's right to decide whether to authorize unsupervised access to the Paulding County School District education center's electronic networks. Any violation of the terms and conditions, outlined on the internet and electronic network usage form, will result in immediate revoking of internet and electronic network privileges and may result in termination from the program.

PVA Program Model

PVA is designed to utilize current technology, live virtual instruction, online resources/software, and teacher support. Students are expected to maintain 100% attendance while in PVA as measured by daily course logins to each course. Students are granted off site access to the curriculum but are not able to access live instruction outside of the scheduled sessions. Live instructional lessons are recorded and placed within the Canvas course. Pace and academic progress are monitored by the virtual teacher. Students who do not progress adequately in both their pace and their academic progress may be removed from PVA and returned to the face-to-face learning experience to improve academic outcomes.

The following supports will be offered:
   a.   Direct video-based support and instruction
   b.   Access to web conferencing and tutoring
   c.   Differentiated instruction
   d.   Full access to internet-based services and software

Students should:
   a.   Be able to remain on pace and pass all classes
   b.   Have access to adequate technology and internet access from home
   c.   Have the ability to communicate via e-mail and video conferencing
   d.   Attend scheduled video conferencing sessions

Please note that online learning requires a highly motivated student with good home support. Parents/guardians should plan to regularly monitor their child's progress and participation. It is recommended that parents/guardians provide a quiet learning environment with limited distractions and continually monitor their child's engagement and on-task behavior.

Virtual students will attend their districted high school when taking a local, district, and/or state assessment. The number and frequency of assessments depends on the course. PVA parents/guardians are responsible for transportation to/from the physical locations.

Program Details and Daily Schedule

- All Paulding County School District students in grades 9 - 12 are eligible to apply for admission into the PVA program during the open registration window.
- Students not currently enrolled in the PCSD, but living in Paulding County, will be allowed to apply for admission through Central Registration and will be enrolled by their districted home school counselor.
- PVA instruction will be a combination of live video conferencing lessons, online resources, and opportunities for tutoring.
- PVA teachers will be available Monday through Friday between the hours of 8 AM and 3 PM for student support and live video instruction. PVA teachers will determine the daily instructional schedules for their courses in accordance with district and local school guidance.
- Students will have 24/7 access to the Learning Management Systems and course content.
- PVA students will have 4 academic courses each semester (except for seniors qualifying for minimum day)
- Regular opportunities for parent/teacher communication and requests for tutoring - provided the request can be scheduled between the hours of 8 AM to 3 PM.
- Students will be encouraged to progress through the coursework at their own pace but must meet minimum pacing standards as listed in the pacing guides. Students may have the opportunity to accelerate their academic progress through demonstrated performance and approval.
- All students taking classes through PVA will be required to take any state or district mandated assessments.
- PVA students may pursue opportunities available to them through Dual Enrollment and Work-Based Learning.
- Students will be offered opportunities to connect with college and career partners while taking classes at PVA in order to develop connections they will need after they complete high school.

Paulding Virtual Academy Schedule for High School Students

	Monday - Friday
8:00 - 8:55	1st Block
9:00 - 9:55	2nd Block
10:00 - 10:55	3rd Block
11:00 - 11:55	4th Block
12:00 - 12:55	Lunch/Planning
1:00 - 2:55	Tutoring
On any given day, the following could occur: Small Group, Student Individual Work and/or Tutoring, Counseling Sessions, Parent Contacts, Student Conferences	

PVA Participation Criteria

Student and Enrolling Parent/Guardian must reside within the borders of the Paulding Count School District and must apply during the open registration window.

PVA Course Listing

PVA Tentative Course Schedule 2021-2022

All course availability is subject to change

English Tentative 2021 - 2022

- Advanced Comp
- British Lit
- H. British Lit
- American Lit
- H. American Lit
- World Lit
- H. World Lit
- Ninth Lit
- H. Ninth Lit
- Mythology
- Writer's Workshop
- Journalism
- Oral/Written Communication (Speech)

Math Tentative 2021 - 2022

- AMDM
- Statistical Reasoning
- Pre-Calculus
- H. Pre
- Technical College Readiness
- Algebra II
- H. Algebra II
- Geometry
- H. Geometry
- Algebra I
- H. Algebra I
- Foundations of Algebra
- SAT Prep

AP Courses

All AP courses are on Georgia Virtual School

Science Tentative 2021 - 2022

- Anatomy and Physiology
- Forensic Science
- Earth Systems
- Environmental Science
- Physics
- H. Physics
- Chemistry
- H. Chemistry
- Physical Science
- Biology
- H. Biology

Social Studies Tentative 2021 - 2022

- Economics
- H. Economics
- Government
- H. Government
- US History
- H. US History
- World History
- H. World History
- World Geography
- H. World Geography
- Humanities
- Psychology
- Sociology
- Anthropology

CTAE Tentative 2021 - 2022

- Basic Ag
- Intro to Business
- Financial Literacy
- Banking, Investing, and Insurance
- Business and Technology
- Marketing Principles
- Audio & Video Technology Film I
- Intro to Digital Tech
- Digital Design
- Web Design
- Exam Teaching Prof
- Food, Nutrition, Wellness
- Food for Life
- Intro to Healthcare
- Essentials of Healthcare
- Intro to Law

General Electives Proposed 2021 - 2022

- Study Skills I
- Study Skills II
- Study Skills III

- Health
- Personal Fitness
- General PE

- Communication Skills 23.081000
- Reading Enrichment 23.0820000

World Language Proposed 2021 - 2022

- French I
- French II
- Spanish I
- Spanish II
- Spanish III

Fine Arts Proposed 2021 - 2022

- Visual Arts/Comp 1

PVA Policies and Information

Students participating in the PVA are subject to the rules, regulations, and behavioral expectations of the Paulding County School District as defined by Paulding County School District's Board Policy. All students are expected to adhere to both Board Policy and local program rules. These policies and rules will serve as guidelines and are subject to administrative discretion when appropriate.

General Attendance and Tardiness Rules

1. Excessive absences have a significant impact on students' academic performance. The PCSD shall comply with all requirements of state law, State Board of Education rules, and the Student Attendance Protocol that has been developed by the Student Attendance Protocol Committee. ***Board Policy JB.*** Attendance will be reported and maintained in Infinite Campus, and parents may monitor their student's attendance in Parent Portal.
2. Students who do not participate in each course daily will be considered absent.
3. Students that visit the physical school building (the home high school) for completion of specific tasks must be checked in and out through the school office.
4. Students who visit the physical school building (where the virtual teacher is housed or other specified location) for completion of specific academic or counselor tasks must be checked in/out through the school office. All visits to the physical school building must be approved either by the virtual teacher or by local school administration **no less than 24-hours in advance**. Unapproved/drop-in visitation and non-academic visitation are prohibited.
5. Teachers will manage the first three absences/tardies to class. On the fourth absent or tardy event the student is to be referred to an administrator.

Academic Progress

Students should work on all classes daily to maintain an acceptable pace as required by each course pacing guide. Assignments will be posted in Canvas by the virtual instructor, and students should plan to spend 4-5 hours of academic work each day.

Students should regularly communicate with the virtual instructors regarding student progress and check Canvas for both assignments and student progress. Parents should regularly check their Parent Portal account to help monitor work that is being submitted by their student

Students may accelerate progress in their coursework based upon their academic ability to do so.

High School Grading Scale Information

Numerical Grading Scale
A = 90 - 100
B = 80 - 89
C = 70- 79
F = below 70

Honors Weighting on Numerical Grade Point Average
Additional numeric points are added to a student's grades who take Advanced Placement courses and International Baccalaureate and earn a 70 or higher. The additional 10 points is recorded as part of the weighted numerical average on the student's transcript for each course successfully completed.

Additional numeric points are added to a student's grades who take Honors courses and earn a 70 or higher. The additional 5 points is recorded as part of the weighted numerical average on the student's transcript for each course successfully completed.

Effective July 1, 2014, students who entered 9th grade during August 2011, and for any subsequent year, 10 additional numeric points are added to the grade of any successfully completed Dual Enrollment core course. Core courses include English, math, science, social studies, and/or world language courses. The additional 10 points are recorded as part of the weighted numerical average as converted and recorded on the transcript.

Grades – Course- Placement

Student grades and course placements are based upon the time of enrollment into PVA. The academic expectation is for students to complete all course work within the allotted semester.

PVA will offer a full suite of online classes. The school counselor will discuss with students and families the best course load based upon each student's individual needs.

Withdrawal Criteria

PVA is considered a virtual school choice option; therefore, enrollment may be revoked based on one or more of the following reasons. Appropriate school personnel are authorized to withdraw a student who:

1. Has excessive absences or tardies
   a. Accumulates 10 unexcused absences per semester
   b. Fails to consistently login and attend live, video conferences Monday-Friday: This refers to the student being online and engaged for daily required live video conferences.
2. Fails to maintain appropriate academic progress: This refers to the student's current progress towards grade/subject standards at any given time.
3. Student or supervising parent/guardian continually behaves in an inappropriate or disruptive manner during live class sessions and/or infringes upon the rights and privileges of other students participating in the class. This includes, but is not limited to, frequently interrupting classroom instruction, the use of profanity or course language, disrespectful behavior/comments, and inappropriate exposure.
4. If the superintendent or superintendent's designee has determined the student is no longer a resident of the local school system or is enrolled in a private school or home study program.
5. Other just causes

Student Discipline

Parents/guardians and students are asked to sign a form acknowledging their receipt of the Student Code of Conduct. The Student Discipline Codes of Conduct for Elementary, Middle, and High School Students are contained in Regulation JD-R (2) and JD-R (3). The information regarding rules and regulations of this policy are contained in Regulations JD-R (0), JD-R (1), JD-R (2) and JD-R (3).

It is the intention of the Paulding County School District to establish standards for behavior that expect students to respect each other and school district employees, to obey student behavior policies adopted by the Board and to obey student behavior rules established at each school within the district. Supervising parents/guardians should also model proper behavior during live classes by respecting behavior policies and classroom rules and processes as established by Board policy and the virtual teacher.

PVA's primary goal is to educate, not to punish; however, when the behavior of an individual student comes in conflict with the Code of Conduct, corrective actions may be necessary for the benefit of that individual and the school as a whole. Accordingly, students shall be governed by policies, regulations and rules set forth in the Paulding County School District Code of Conduct.

The Code of Conduct is effective during the following times and in the following places:
1. At school, on school property, or at school sponsored events at any time
2. Off school grounds at any school activity, function, or event and while traveling to and from such events
3. On vehicles provided for student transportation by the school system and at school bus stops
Students may be disciplined for conduct off campus which is felonious, or which may pose a threat to the school's learning environment or the safety of students and employees.

Parents are encouraged to become familiar with the Code of Conduct and to be supportive of it in their daily communication with their children and others in the community. Parents should model appropriate behavior during live, virtual conferences by respecting the Code of Conduct and ensuring their actions are age- appropriate for elementary-aged children.

As required by the Georgia General Assembly, parents and guardians are encouraged to inform their children on the

consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

Standards for Student Behavior

Standards for student behavior are designed to create the expectation that students will behave themselves in such a way to facilitate a positive learning environment. The standards are designed to encourage students to respect each other and school district employees, to motivate students to follow student behavior policies adopted by the BOE, and to obey student behavior rules established at each school within this school district.

Student Behavior Expectations

1. Demonstrate courtesy with all individuals regardless of circumstances.
2. Behave in a responsible manner, always exercising self-discipline.
3. Actively engage in live video lessons and avoid any behavior that may be distracting to other learners.
4. Sitting upright with an appropriate writing surface.
5. Positioned within a suitable learning environment free from distractions and excessive background noise.
6. Prepare for each class by bringing appropriate materials for online and independent work.
7. Meet the Paulding County School District Student Dress Code when on video conferencing (or when physically on campus).
8. Demonstrate positive Digital Citizenship & Safety behaviors.
9. Respect the rights and privileges of all students, teachers, and employees of PCSD.
10. Respect the property of others, including Paulding County School District property and facilities.
11. Refrain from committing violations of the Code of Student Conduct.

Progressive Discipline Processes

The Code of Conduct (Board Policy JD) provides a systematic process of behavioral correction in which inappropriate behaviors are followed by corrective consequences. Disciplinary actions are designed to teach students self-discipline and to help them substitute inappropriate behaviors with those that are consistent with the character traits from Georgia's Character Education Program. Level 1-2 behaviors will follow the outlined process below. Level 3 behaviors will be directly reported to a school administrator.

Due to the nature of the PVA's format, disciplinary options are limited to conferences and denial (continuation) of access to school district properties including software.

1. First infraction
    Parent and student notification/warning, documented parent/teacher conference prior to continuation (teacher reports infraction and conference to school counselor and administrator)
2. Second infraction
    Parent and student notification, parent conference with school counselor or school administrator prior to continuation, and possible denial of access (1 day)
3. Third infraction
    Parent and student notification, parent/administrator conference prior to continuation, denial of access (1-3 days)
4. Fourth infraction
    Removal from PVA and return to the districted public school

Level 3 discipline offenses are serious acts of misconduct including, but not limited to, repeated misbehaviors of a similar nature, serious disruptions of the virtual school environment, threats to health, safety or property and other acts of serious misconduct. Any such misconduct may result in the immediate suspension of the student from the school and/or school-sponsored activities for up to ten (10) school days pending disciplinary investigation of allegations.

Authority of the School Administration

The PVA Director may undertake the corrective measure or measures that are determined to be in the best interest of the student and the virtual school, including student withdrawal, denial of access, adjustments to a student's schedule, adjustments to the building schedule, and course offerings provided any such action does not violate school board policy.

Extracurricular Activities/Clubs

- Students will maintain all eligibility requirements established at the time of enrollment into PVA.
- Students initially enrolling with PCSD and enrolling into PVA will have an eligibility status of their districted home school.
- Students may not change eligibility once enrolled into PVA.
- Students will be permitted, and are encouraged, to interact with schools in the district for the following activities: All sports and sporting events, Band, Clubs, Booster activities, Proms, other dances, graduation.
- Please note that there may be limitations for participation in clubs/extracurricular activities contingent upon the individual expectations of each local school program.

Statement of Plagiarism

Definition of Plagiarism:
Plagiarism in an academic setting occurs when a student uses someone else's language, ideas, or other original (not common knowledge) material without crediting the original author. There are two types of plagiarism:

- Deliberate Plagiarism: The most serious offense, involves a deliberate attempt on the part of a student to pass off as his own the writing or ideas of another person (student, parent, published or unpublished author, et al). It also includes the straight copying or slight paraphrasing of a source that the student attempts to conceal.
- Unintentional Plagiarism: Carelessly or inadequately citing ideas and words borrowed from another source

Both types of plagiarism are serious violations of the principles of academic integrity. The parents/guardians of elementary students should support their child's efforts through monitoring and guidance; however, parents/guardians should avoid giving their child answers, completing assignments for their child, typing written responses for their child, overly editing the writing of their child, or otherwise doing anything that falsifies the child's mastery of the standards.

Penalties for Plagiarism:
- A student who has unintentionally plagiarized will not receive a grade until errors are corrected, at which time he/she will receive a grade reduction just as he/she would for any other error. Should a student fail to resubmit the assignment with corrections within five school days, he/she will receive a grade of zero. A pattern of documentation error will be considered as intentional.
- A student who intentionally plagiarizes will receive zero credit for the assignment and will be subject to a disciplinary referral. Grade recovery will not be given.
- A student who allows another student to copy his or her work or assists in the act of plagiarism will be subject to disciplinary action.
- A student who allows someone else to complete his/her virtual assignments or assessments will be subject to disciplinary action and may be dismissed from the PVA.

Frequently Asked Questions

1. **What is the program called?**
   Paulding Virtual Academy (PVA)

2. **Why did the district decide to develop PVA?**
   PCSD recognizes the changing educational landscape and the increasing use of technology to supplement and/or provide education. The district also recognizes that student learning styles vary and that the brick and mortar style of education may not maximize the potential of all students. Some students may wish to accelerate academics and participate in dual enrollment. Other students may find the regular school building overwhelming and thereby find it difficult to focus. PVA is designed to serve all students from the most academically challenged student to the scholar.

3. **Will there be certified teachers in the program?**
   PCSD will be staffing virtual learning with certified teachers from across the district

4. **How many students can participate in the program?**
   Program capacity will be determined after the close of the application window.

5. **Can homeschool students participate in the program?**
   Homeschool students should register as a student of the Paulding County School District to participate in PVA. Students will then be considered students of their districted school for all extra-curricular activities. New students to Paulding who register after the PVA registration window has closed will need to apply for hardship into PVA.

6. **Will transportation be provided?**
   Transportation will not be provided.

7. **Can students also be in the dual enrollment program?**
   Dual enrollment is a major component of the PVA program. All students will be strongly encouraged and guided towards participation in dual enrollment.

8. **Can students participate in all activities at their home school?**
   Yes, in fact it is encouraged. Students who participate in PVA are considered full members of their districted school and may participate in all clubs, sports, proms, and special events at the districted school. Please note that students maintain the eligibility at the districted school they have at the time of enrollment into PVA. For example, a student that is districted for Hiram High School cannot play for East Paulding High School. The student must play for Hiram High School. Student eligibility remains as it was when the student enters PVA.

9. **Do students maintain athletic eligibility?**
   Yes, all eligibility remains intact.

10. **How do parents/guardians enroll their student(s)?**
    Complete the online enrollment located in Infinite Campus Parent Portal during the registration window.

11. **Can students apply after the registration window closes?**
    PCSD students who apply after the registration window will need to establish a documented hardship <u>and</u> program space must be available in the requested grade-level/course. The hardship request stating the reasons for hardship and supporting documentation should be submitted to Marie Sellers at msellers@paulding.k12.ga.us. Please note, academic difficulty and teacher preference are not considered hardships

12. **Can students withdraw from PVA and return to their districted school in person?**
    Yes, but transfers from PVA to the districted school will occur only at the end of each school year.

13. **When are students committed to attending PVA and unable to return to their districted school?**
    The registration window opens in March and the Opt-Out window is in May. Students are committed to PVA at the close of the Opt–Out window.

14. **Can students take classes at both PVA and the districted school?**
    Co-curricular classes are permitted (Band, Chorus, CTAE). Other coursework is completed through PVA.

15. **Will students be able to take CTAE classes and elective classes?**
    Yes, view the course listing in this handbook.

16. **Are the full range of core courses that are required for graduation offered at PVA?**
    Yes, we utilize a number of online resources and dual enrollment programs to provide the full range of courses required for graduation.

17. **Are the courses NCAA approved regarding athletic scholarships?**
    Yes.

18. **How often must the students physically attend PVA or their districted high school?**
    Students are required to attend for proctored assessments and counselor tasks.

19. **How often must the students physically attend PVA or their districted high school?**
    Students are required to attend for proctored assessments and counselor tasks.

20. **I have a child with an IEP that receives special education services, can my child attend PVA?**
    Yes, as a public school, PVA accepts students with disabilities. Enrollment in PVA is considered a school choice option. Special education services will be provided differently in an online environment. Once a student with a disability has been registered with PVA, the Exceptional Students Education Program (ESEP) coordinator will facilitate an IEP to discuss possible amendments to the student's IEP to reflect acceptance into PVA. We encourage parents to contact the PCSD Student Services Department at 770-443-8030 prior to registering; Student Services can also be reached at: **studentservices@paulding.k12.ga.us**

21. **What would be an appropriate device to access the computer software and participate in video conferences?**
    Equipment: laptops, desktops, tablets, cell phones. Tablets and cellphones work but **can be challenging to navigate compared to larger devices.**
    Video Conferencing: Video conferencing works on any internet connected device. If two-way video is desired the internet connected device must have a camera.

22. **What supplies will PVA students need?**
    Most high school courses will require access to basic school supplies and the ability to print handouts.

23. **What are the times during the day that a student must attend?**
    Students receive individualized scheduling at PVA. There are live instructional lessons offered each week. Students are expected to spend at least 90 minutes per day working on each of their PVA courses.

24. **Do I need to have internet for my student to enroll?**
    Yes, it is requirement of the program that parents provide internet for their PVA students.

PVA Staff and Contact Information

New Hope Education Director: Dr. Vladimir Labossiere – vlabossiere@paulding.k12.ga.us

New Hope Education Asst. Director Elementary: Charles Harrison - chharrison@paulding.k12.ga.us

New Hope Education Asst. Director Middle & Elementary: James Long – jlong@paulding.k12.ga.us

Evaluation and Assessment Coordinator: Shelly Bachemin – sbachemin@paulding.k12.ga.us

PVA Administrative Secretary: Jenny Forsyth – jforsyth@paulding.k12.ga.us

PVA Counselor: Michele McColligan mmacolligan@paulding.k12.ga.us

Phoenix Program: Jay Morrissey – jmorrissey@paulding.k12.ga.us

ALFAS: Barbara Mazur – bmazur@paulding.k12.ga.us

ESEP Lead: Sandra Mitchell – smitchell@paulding.k12.ga.us

SEL: Mandy Fueston – afueston@paulding.k12.ga.us

Technology: Leslie Rogers – lrogers@paulding.k12.ga.us