

Lafayette County Schools

Virtual Instruction Program Procedures Manual

Virtual Course Approval

Cheat Sheet For VS Coordinator

WILL THE STUDENT BE SUCCESSFUL IN A VIRTUAL COURSE???

- ✓ Review prior year/semester grade history.
- ✓ Review assessment history? If student is Level 1 or 2, it is NOT recommended they take a virtual course
- ✓ Are they in a CREDIT RECOVERY CLASS? If so, they need to complete it prior to taking a virtual course
- ✓ Did you check for LAB SPACE? Students need that extra support!

If student chooses **Edgenuity**, here are the steps to enroll student: **(for special circumstances only)**

- Must be approved by the Principal; special circumstances only

If student chooses **MDVS**, here are the steps to enroll student:

- Check to make sure course is offered
- Provide student with MDVS instructions
- Student enrolls on their own
- Parent creates account
- Counselor/Coordinator approves on VSA

If student chooses **FLVS CLASSIC**: **(part-time only)**

- Provide student with FLVS instructions
- Student enrolls on their own
- Counselor approves on VSA (Virtual School Administrator)

Guide and Procedures

Pursuant to Section 1001.41 (3), Florida Statutes, school districts are responsible for prescribing and adopting standards and policies to provide each student the opportunity to receive a complete education. Education methods to implement such standards and policies may include the delivery of learning courses through traditional school settings, blended courses consisting of both traditional classroom and online instructional techniques, participation in a virtual instruction program (VIP), or other methods.

“Virtual Instruction Program” means a program of instruction provided in an interactive learning environment created through technology in which students are separated from their teachers by time or space, or both. The purpose of the program is to make quality virtual instruction available to students using online and distance learning technologies in the nontraditional classroom. (S.S. 1002.45)

Virtual courses are offered online to all eligible students in affiliated school districts throughout the State of Florida. Eligible students can enroll in part-time classes or a full-time program. The goal is to make instruction available and convenient for the student. Full-time virtual instruction programs, My District Virtual School and Florida Virtual School, are available for students who qualify and enroll during the open enrollment period. Credit for successful completion of courses will be awarded. Students may contact a guidance counselor for more information. Refer to the following link for enrollment: www.nefec.org (F.S. 1002.45). Students graduating from My District Virtual School will receive a Lafayette County Virtual diploma, not a Lafayette County High School diploma and will not participate in Lafayette County High School’s graduation ceremony.

Student Eligibility (F.S.1002.45) for K-12 virtual instruction.

- (1) A student may participate in virtual instruction in the school district in which he or she resides if the student meets the eligibility criteria in subsection (2).
- (2) A student is eligible to participate in virtual instruction if:
 - (a) The student spent the prior school year in attendance at a public school in the state and was enrolled and reported by the school district for funding during October and February for purposes of the Florida Education Finance Program surveys;
 - (b) The student is a dependent child of a member of the United States Armed Forces who was transferred within the last 12 months to this state from another state or from a foreign country pursuant to a permanent change of station order;
 - (c) The student was enrolled during the prior school year in a virtual instruction program under s. 1002.45, the K-8 Virtual School Program under s. 1002.415, or a full-time Florida Virtual School program under s. 1002.37(8)(a);
 - (d) The student has a sibling who is currently enrolled in a virtual instruction program and the sibling was enrolled in that program at the end of the prior school year;
 - (e) The student is eligible to enter kindergarten or first grade; or
 - (f) The student is eligible to enter grades 2 through 5 and is enrolled full-time in a school district virtual instruction program, virtual charter school, or the Florida Virtual School.
- (3) The virtual instruction options for which this eligibility section applies include:
 - (a) School district operated part-time or full-time kindergarten through grade 12 virtual instruction programs under s. 1002.45(1)(b) for students enrolled in the school district.
 - (b) Full-time virtual charter school instruction authorized under s. 1002.33.
 - (c) Virtual courses offered in the course code directory to students within the school district or to students in other school districts throughout the state pursuant to s. 1003.498.

Student Participation Requirements

Student attendance will be monitored and verified by the school district. NEFEC will provide an activity/attendance report at least monthly of students taking course through My District Virtual. The Virtual School Coordinator will access the FLVS Database monthly to monitor progress of students taking courses through FLVS. Each student enrolled in a virtual instruction program will take state assessment tests within the school district. The district will provide student access to testing facilities.

In order to be eligible as a full-time virtual instruction student, Lafayette County School District students must:

- 1) Have been successfully promoted to the next grade level at the end of the previous school year. For mid-year entrance, students must have demonstrated success in the first semester courses (grades of C or better) and have recommendation from their previous school guidance or administrations.
- 2) Attain one of the following minimum scores on previous year standardized tests:
 - a) FSA Reading or equivalent Level 3 or higher
 - b) I-Ready or equivalent at 50th percentile or above (1st through 3rd grades)
 - c) Grade level proficiency on an official standardized test administered by another public school system
- 3) Accepted students must meet all of Lafayette County criteria as specified in the Lafayette County School District Student Progression Plan in order to participate in our full-time program.
- 4) Such criteria include meeting minimum FSA scores, course requirements, immunization, Code of Conduct acknowledgement, etc. Students who meet these requirements must submit the online prospective full-time student application.

In order to be a successful full-time virtual instruction student, Lafayette County School District Students should:

- 1) Have consistent parent/guardian supervision of student
- 2) Maintain pace in all courses (1 hour per day per course) and submitting required work
- 3) Daily engage in course activities/enrolled in 6 courses
- 4) Establish regular communication with all teachers via email, phone, and/or text
- 5) Earn and maintain passing grades of C or higher
- 6) Earn appropriate credits/standards for end of year grade promotion
- 7) Participate in all districts standardized testing
- 8) Honor all rules and procedures established by Lafayette County School District for student conduct, academic integrity, and etiquette.

Enrollment Periods

Enrollment Windows for 2021-22:

May 11, 2021 - August 20, 2021 for first semester

November 8, 2021 – January 14, 2022 for second semester

Parents can access the Lafayette County School District website to review eligibility criteria and enrollment process throughout the year. Parents and students must complete the Lafayette VIP Enrollment paperwork prior to requesting courses.

Parents must monitor their student's assignments and assessments:

In lieu of the daily presence of a face-to-face teacher, parents should take the lead in guiding the students through the curriculum, submission of work samples, assignments, practicing FSA assimilations, online class sessions, producing projects, reviewing for quizzes and tests, as well as making sure they participate in the state tests. Students who do not participate in required testing will not be allowed to enroll in My District Virtual School for the following year.

Availability of Virtual Options

- FLVS and MDVS courses shall be available to students during or after the normal school day and through summer school enrollment [F.S. 1001.42(23)]. A student may not enroll in the same course (face-to-face classroom course and/or online course) more than once in the same semester. Students may not drop a course after the drop/add deadline in order to enroll in an online course with FLVS or MDVS. Students may move between a virtual or brick-and mortar classroom in a yearlong course after the end of the first semester, provided that the student continues to meet the requirements for full-time enrollment. Any virtual course activated prior to July 1 cannot be counted in the course schedule for the school year beginning on July 1 – even if the course remains active.
- Students who have been previously unsuccessful in a virtual school course (Withdraw/Failing or Complete Failing) will need to meet with their guidance counselor before the course request is approved. Students will not be allowed to re-enroll in a course in which they have previously been unsuccessful or dropped.
- Part-time virtual school students requesting to take a course offered by FLVS must have counselor and caregiver approval [F.S. 1002.20(6)]. Students taking a course outside of the school day must maintain a “C” average throughout the Grace Period of 14 days for FLVS in order to remain enrolled in the course. Students who do not complete at least 10% of the course and do not have an average of “C” or higher will be withdrawn from the course (WNG).
- Part-time virtual school students requesting to take a course offered by MDVS must have counselor and primary caregiver approval. Students who do not complete at least 20% of the course and do not have an average of “C” or higher throughout the Grace Period of 28 days for MDVS may be withdrawn from the course (WNG). Students will not be allowed to re-enroll in a course in which they have previously been unsuccessful or dropped.
- Students have until **the end date of Survey 4** to complete a virtual course. Students may remain enrolled beyond this date if: the course is needed for credit recovery or for course completion until **the amendment of the final enrollment survey (4)**.
- Students may remain enrolled beyond **the amendment of the final enrollment survey (4)** to complete a course needed for graduation.

APPENDIX

- A. Background Checks and Screenings
- B. Virtual Instruction Approval Form
- C. Virtual Instruction Participant Agreement
- D. Virtual Information Packet
- E. MDVS Course Codes
- F. Testing schedule letter

Process for Verifying Background Checks and Certification for Virtual School Teachers

Upon receipt of the student/teacher information from NEFEC or the Virtual School Provider the following steps will be taken.

- 1) Instructor's will be randomly selected for fingerprint and certification verification.
- 2) The Instructor's social security number will be processed the the FDLE Vendor search. If nothing is found then,
- 3) A request will be submitted to NEFEC or the Virtual Instructions Provider for them to deliver to us in a timely manner the FDLE/FBI screening, as well as, proof of teacher certification.
- 4) This information will be archived in a confidential file at the Lafayette County School Board Office.

APPENDIX B: Parent/Student Enrollment Information Packet

Lafayette's MyDistrict Virtual School Program School Number 7004

Grades K-5

Curriculum:
My District-FLVS Franchise

Grade Levels	Subjects Covered
Kindergarten	Math, Language Arts, Science, Social Studies, Technology
1 st Grade	Math, Language Arts, Science, Social Studies, Geography, Technology
2 nd Grade	Math, Language Arts, Science, Social Studies, Geography, Technology
3 rd Grade	Math, Language Arts, Science, Social Studies, Geography, Technology
4 th Grade	Math, Language Arts, Science, Social Studies, Technology
5 th Grade	Math, Language Arts, Science, Social Studies, Geography, Technology

Responsibilities of parents:

1. Schedule an appointment to enroll your child in the Lafayette's MyDistrict Virtual School by calling Becky Sharpe at 386-294-1417.
2. Complete enrollment paperwork at Lafayette High School, 160 NE Hornet Drive, Mayo, FL .
3. Register your student at www.mydistrictvirtualschool.org .
4. Lafayette's Virtual School students are required to participate in district and statewide assessments. Parents will be notified of assessment dates and locations.
5. Parents must provide internet and computer access in the home. (hardship waiver available).
6. Parents are required to be the parental learning coach who works hand-in-hand with the online instructor to provide support for elementary learners.
7. Parents are required to ensure that their child works actively in courses each week so that all coursework is completed within semester timelines. Attendance is taken each day.
8. Parents are required to attend a parent conference annually with district staff counselor to assess the progress of their child.

Lafayette MyDistrict Virtual School Contact:
Becky Sharpe
386-294-1417 or bsharpe@lcsbmail.net

Lafayette's MyDistrict Virtual School Parent Information Guide

Three requirements for Lafayette's MyDistrict Virtual School enrollment:

1. A parent and student will make an appointment to meet for an orientation meeting outlining requirements and commitments to Lafayette's MyDistrict Virtual School guidelines and policies. Appointments may be scheduled by calling 386-294-1417.
2. Parents will complete enrollment forms in Student Services Office.
3. Student will complete an online application at www.mydistrictvirtualschool.org.

Considerations:

Lafayette's MyDistrict Virtual School is recommended for students achieving on Level 3 or higher on FSA reading and math. Level 1 and Level 2 students are required to take Intensive Reading and Math courses that are not available through Lafayette Virtual School.

Students (Grades 6-12) will be required to take six (6) courses just as students who attend a brick and mortar school. Students who are Dual Enrolled at North Florida Community College may not be required to take 6 courses depending on graduation requirement.

Student will need access to a computer and internet on a daily basis.

Student will be required to take FSA and other state and district monitoring assessments at a school which will be assigned to them. Parents will provide transportation for assessment days.

Students who are not progressing within the first 20 days of the semester will be dropped from the Lafayette Virtual School and will need to enroll at their home school.

Students will need to complete all coursework within the 180 day school year. Students have a flexible day but must follow the traditional school calendar. Students in k-3 should plan to spend 4 hours a day for instruction. Students in Grades 4-8 would need to spend about 5 hours a day for instruction to be able to keep pace. Students in Grades 9-12 may need as much as 6 hours of instruction time per day to meet the pacing requirements of online courses.

All existing requirements related to student progression including retention, promotion, and grade assignment are the same for Lafayette's MyDistrict Virtual School as they are for any other student enrolled in the district.

Students completing graduation requirements are eligible for a Lafayette School District diploma but do not participate in graduation ceremonies.

A minimum number of assignments are required to be completed each week. Failure to submit the minimum number of assignments on a weekly basis may result in removal from a course and a failing grade assigned to the student's academic transcript. Students with failing grades

will be dropped from the Lafayette Virtual School and be required to enroll at their home school. A student may drop a course without penalty within the first 14 days. Dropping a course after the 14th day will result in a WF (withdrawal F). If a course is dropped after completing over 50% of the coursework and if the student fails to take the final exam, a final grade of F will be issued. When a course is dropped, another course must be added to continue to be enrolled in a total of six courses.

Grades cannot be transferred from Lafayette's MyDistrict Virtual School except at the semester upon completion of a course.

Students will only be enrolled during a **Fixed Enrollment Window** each semester. **No students will be allowed to enroll after that window has closed.**

Enrollment Windows for 2021-22:

May 17, 2021 - August 20, 2021 for first semester

November 8, 2021 – January 14, 2021 for second semester

All course selections must be approved by district staff counselor to ensure they meet the district and state requirements for the student.

Students must be highly motivated, organized and committed to their education through putting forth the time and effort needed each day.

ESE student information:

ESE students who require specialized direct instruction and support in one or more academic areas in order to succeed in the general curriculum should be aware that this type of intensity of service is not available through a virtual instruction program. The district may convene an IEP team to discuss the appropriateness of the Lafayette Virtual School. If the parent chooses to enroll in the Lafayette Virtual School against the recommendations of the IEP team, enrollment may be contingent upon the parent revoking consent for services under IDEA.

Lafayette's My District Virtual School Program
School Number 7004

Grades 6-12

Curriculum:

MyDistrict online courses (full-time or part-time Lafayette VS)

FLVS online courses (pending approval for part-time/FLVS flex LHS students)

Lafayette's MyDistrict Virtual School Contact: Becky Sharpe, 386-294-1417,
bsharpe@lcsbmail.net

Requirements:

1. Parent and student will make an appointment for an orientation meeting outlining requirements of Lafayette's MyDistrict Virtual School. Call 386-294-1417 to schedule appointment. (Academic history will be reviewed at this time)
2. Parent will complete enrollment packet with Becky Sharpe at LHS, 160 NE Crawford Street, Mayo, FL 32066.
3. Student will complete an online application at <https://vsa.flvs.net> and choose MyDistrict Virtual School as their physical school.

Responsibilities of parents:

1. Provide internet and computer access in the home.
2. Assist student in registering for **six (6)** courses. Make sure that the student chooses **MyDistrict Virtual School courses**. **If a course is not available at MyDistrict contact Becky Sharpe for approval to register for a FLVS course.**
3. Parent will ensure that student will participate in all district and statewide assessments such as FAIR, FSA, etc. Information will be provided about dates and locations for assessments.
4. Parents will need to monitor student's pacing and completion of assignments and testing requirements.

A guide for selecting secondary courses:

Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12
Language Arts 6	Language Arts 7	Language Arts 8	English 1	English II	English III	English IV
Math 1	Math 2	Math 3	Algebra 1	Algebra II	Geometry	Statistics
Social Studies	Civics	Social Studies	Elective	World History	U. S. History	Am. Gov. & Economics
Science	Science	Science	Physical Science	Biology	Earth Space Science	Elective
PE*	PE*	HOPE	HOPE	Performing Art	Elective	Elective
Elective	Elective	Elective	Elective	Foreign Language	Foreign Language	Elective

*PE is required in grades 6-8 unless parents provide a waiver form*Students seeking Bright Futures should review Bright Futures requirements when selecting courses. Bright Futures requirements are posted at: www.floridastudentfinancialaid.org

**Lafayette District Virtual School
Student Registration Form**

Date: _____

Please fill in the following student information:

Full Name: _____

Physical (911) Street Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Gender: Male _____ Female _____ Date of Birth: _____ Place of Birth: _____

ETHNICITY: Is the student of: Hispanic/Latino origin? Yes or No
A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

RACE: PLEASE MARK ALL THAT APPLY. MORE THAN ONE MAY APPLY TO YOUR CHILD!!!

American Indian or Alaskan Native?	Yes	or	No
Black or African American?	Yes	or	No
Native Hawaiian or Other Pacific Islander?	Yes	or	No
Asian?	Yes	or	No
White?	Yes	or	No

MILITARY ACTIVITY: A parent* of this child is an Active Member of our Armed Forces. Yes or No

*For this question, Parent is defined as natural parent or appointed legal guardian.

CONTACT INFORMATION:

Home Phone #: () _____ Grade: _____ Social Security #: (Optional) _____

Mother's Name: _____ Work Phone: () _____

Cell Phone: () _____

Father's Name: _____ Work Phone: () _____

Cell Phone: () _____

OR

Guardian's Name: _____ Work Phone: () _____

Cell Phone: () _____

Has the student attended Lafayette District School previously? Yes or No

Do you live in **Lafayette County?** Yes or No (If **NO**, please list the county you currently live in below)

Name of school attended: (Including Home Education Programs)

Parent/Guardian Signature

Date

FOR DISTRICT USE ONLY:

_____7004—My District

_____7023--Edgenuity

Lafayette County Schools
VIRTUAL INSTRUCTION PARTICIPANT AGREEMENT

Student/parent must read and sign the following prior to registering for a virtual course and receiving course approval by counselor.

STUDENT IS RESPONSIBLE FOR:

- Understanding time management (pacing guide, progress, etc...)
- Being committed and self- motivated
- Completing the course in the anticipated time frame (i.e. semester/full year)
- Making contact with teacher, if needed/as needed

PARENT IS RESPONSIBLE FOR:

- Checking email on a regular basis for notifications from teacher and/or virtual program
- Logging in to the virtual program to follow child's progress
- Monitoring and coaching the student for successful progress and completion
- Contacting Guidance Counselor and/or Teacher, if needed

Parent and student have read and understand the following:

- Students in a virtual course are provided with a GRACE (trial) PERIOD to see if they will be successful in the course.
- The GRACE PERIOD for FLVS is 21 days; MDVS is 20 days.
- Student must be at 20% completion with a C or better by the 14th or 28th day or will be dropped from the course.

Student

Date

Student Email Address

Student Phone Number (if available)

Parent

Date

Parent Email Address

Parent Phone Number

Counselor

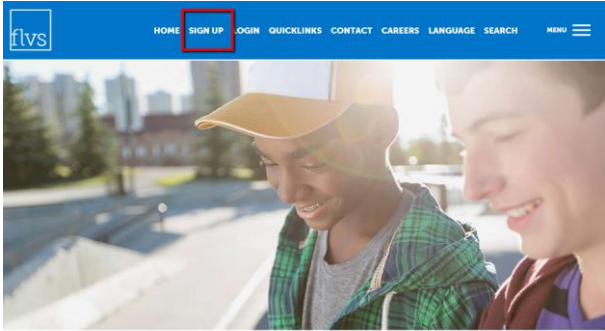
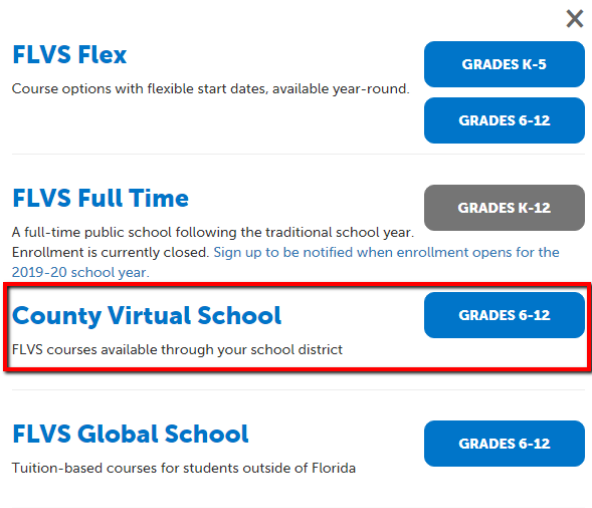
Date



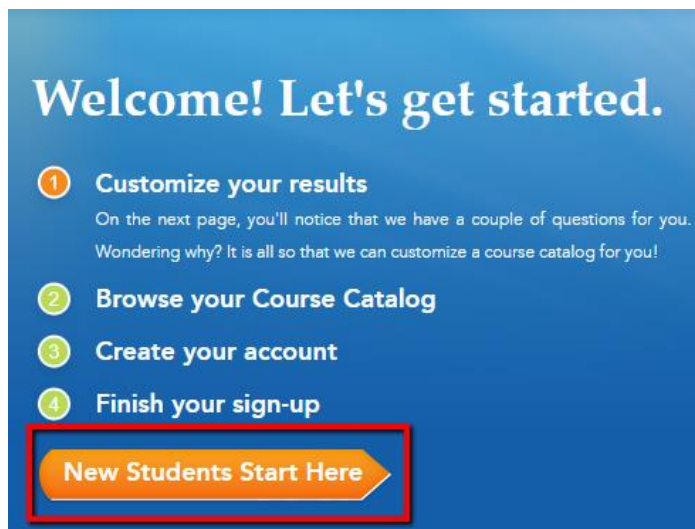
Register for FLVS Course through MDVS New Students

During this process you will need some basic information to create an account with FLVS. Please be sure to have:

1. Address
2. Phone number
3. Social Security Number
4. Parent/Guardian Contact information including email address and phone number

<p>Point your browser to the Florida Virtual School Website.</p>	<p>https://www.flvs.net/</p>
<p>Click on SIGN UP from the top menu.</p>	 <p>Welcome to Florida Virtual School — the fully accredited, online school built for your personalized learning.</p>
<p>Choose County Virtual School GRADES 6-12.</p>	 <p>FLVS Flex Course options with flexible start dates, available year-round. GRADES K-5 GRADES 6-12</p> <p>FLVS Full Time A full-time public school following the traditional school year. Enrollment is currently closed. Sign up to be notified when enrollment opens for the 2019-20 school year. GRADES K-12</p> <p>County Virtual School FLVS courses available through your school district GRADES 6-12</p> <p>FLVS Global School Tuition-based courses for students outside of Florida GRADES 6-12</p> <p>Not sure which option? Click here.</p>

Click on **New Students Start Here**.



Click on **I live in Florida** and then choose the county you live in.

Next you will choose the type of student you are.

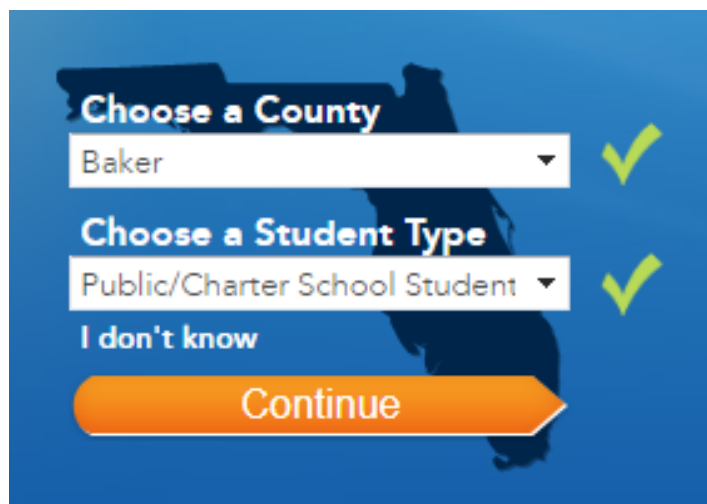
The choices are:

Public/Charter School Student
Private School Student
Home School Student

Most students will choose Public/Charter School Student or Home School Student.

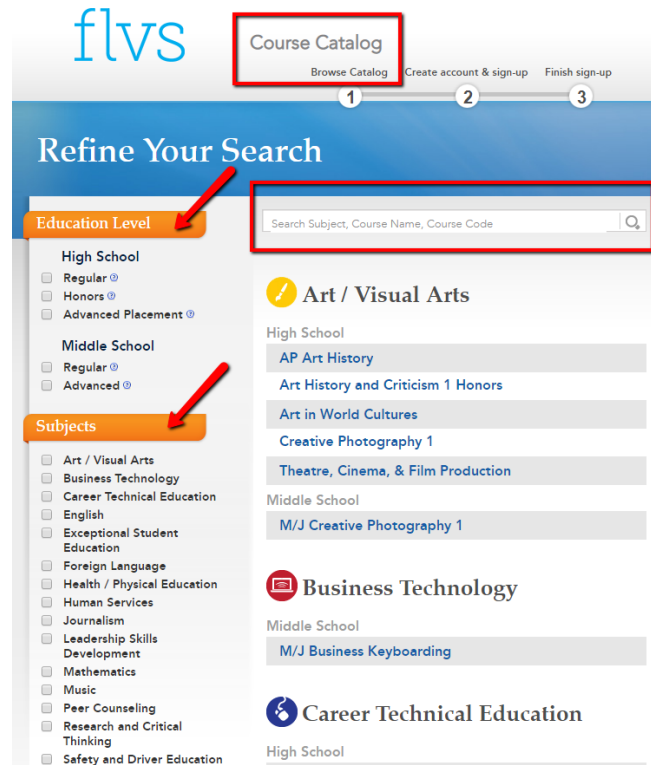
If you are a private school student, you must take courses through FLVS.

Click on continue.



This is the Course Catalog. Refine the search for a course by **Education Level** and **Subjects**.

Use the **Search Bar** to search by Subject, Course Name or Course Code.

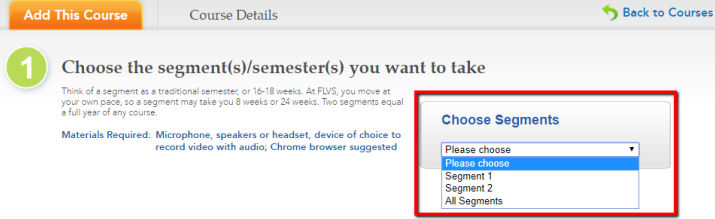
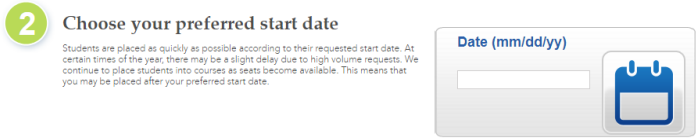
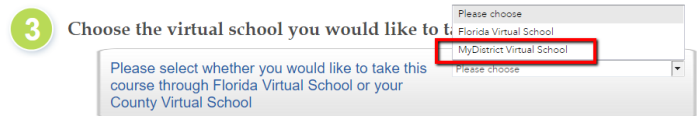





In this example, we will be looking for Spanish 1.

Read a course description by hovering over a course name.

Once you have decided on a course click **Select** to add this course to your backpack.



<p>To add the course you will choose the segments/semesters you want to take.</p>	
<p>The next step is to choose when you would like to begin course work.</p>	
<p>From the dropdown menu, select MyDistrict Virtual School. This will allow you to choose courses taught by MDVS instructors.</p>	
<p>If a course has prerequisites, please be sure to check that you agree.</p>	
<p>Take time to read this section.</p>	<div data-bbox="1133 1094 1349 1171">  </div> <div data-bbox="711 1182 886 1272">  </div> <div data-bbox="654 1297 963 1608"> <ul style="list-style-type: none"> • Choose your pace; begin and complete your courses at any time during the year • Courses are offered on a rolling admission basis • Teachers are available Mon-Fri from 8am-8pm with a 24 hour response time to calls, texts, and emails and a 48 hour response time to grading • You may experience a delay in response time on the weekends </div> <div data-bbox="1092 1203 1401 1654"> <ul style="list-style-type: none"> • Your County Virtual School teachers are employed by your local school district and work diligently to assist students in completing courses within the time frame specified by the district • Courses are offered on rolling enrollment or traditional school calendar basis (varies by school district) • Teachers are available Mon-Fri (hours vary by district), with a 24-hour response time to calls, texts, and emails and a 48-hour response time to grading • You may experience a delay in response time on weekends or school holidays </div>
<p>Click on the Continue button at the bottom of the screen.</p>	<div data-bbox="683 1724 894 1755"> Back to Courses </div> <div data-bbox="959 1707 1409 1787">  </div>

The next step is to complete the Florida Virtual School Survey.

If you would like to add more courses click on **Add More Courses** and follow the steps above.

Once you have added all the courses you would like to take and reviewed them, click on **Continue**.

Course	Credits	Segment/Semesters	Earliest Preferred Start Date	Virtual School	Survey	Edit	Delete
Spanish 1 Code: 708340 Official Name: Spanish 1	0.5	Segment 2	01-08-2019	MyDistrict Virtual School	View		

Next you will need to create your account. Please be sure to have the following information:

5. Address
6. Phone number
7. Social Security Number
8. Parent/Guardian Contact information including email address and phone number

Once you have all of that information, click on **Create My Account**.

This is the first screen of a series of screens that will guide you in setting up your account.

Please provide FLVS with as much information as possible to make communication with you and your parent/guardian as simple as possible.

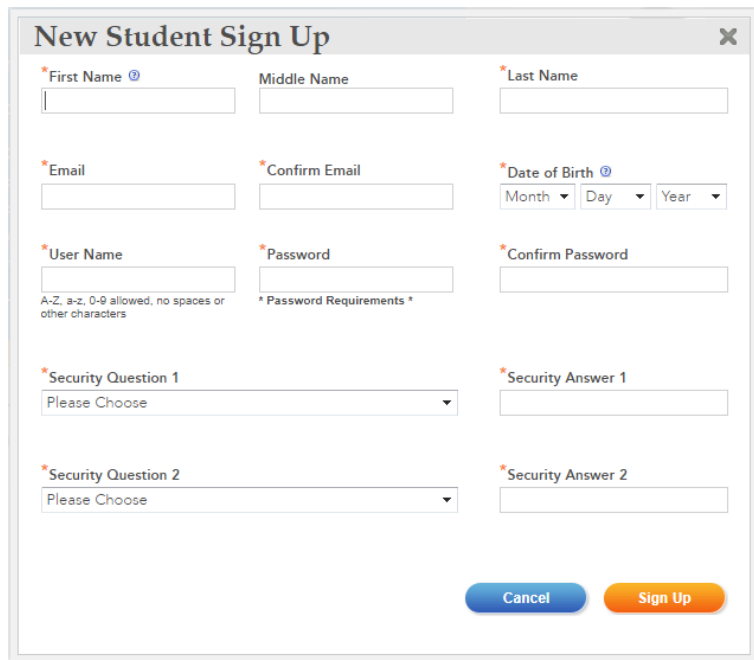
BE SURE TO WRITE DOWN YOUR USERNAME AND PASSWORD.

Anything with an * orange asterisk must be filled in. Click on next when you complete each page.

There is a section for you to select your race/ethnicity. The Department of Education requires this information.

You will have a chance to review all of the information and then choose to continue.

Finally there are a set of Student and Parent/Guardian Commitments. Please read and check the appropriate boxes and click Submit.

A screenshot of a web form titled "New Student Sign Up" with a close button (X) in the top right corner. The form contains several input fields and dropdown menus, all marked with an orange asterisk (*) to indicate they are required. The fields are arranged in a grid-like fashion. At the bottom right, there are two buttons: a blue "Cancel" button and an orange "Sign Up" button.

*First Name ⓘ	Middle Name	*Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>
*Email	*Confirm Email	*Date of Birth ⓘ
<input type="text"/>	<input type="text"/>	Month ▼ Day ▼ Year ▼
*User Name	*Password	*Confirm Password
<input type="text"/>	<input type="text"/>	<input type="text"/>
<small>A-Z, a-z, 0-9 allowed, no spaces or other characters</small>		
<small>* Password Requirements *</small>		
*Security Question 1	*Security Answer 1	
Please Choose ▼	<input type="text"/>	
*Security Question 2	*Security Answer 2	
Please Choose ▼	<input type="text"/>	
<div>Cancel Sign Up</div>		

The next step is that your counslor/guardian must verify thse courses.

- **A Guidance Counselor will provide verification of those courses for students in public schools by logging into FLVS.**
- **Guardian verification is needed for students who are designated as a Home School Student. They will also need to log into FLVS.**



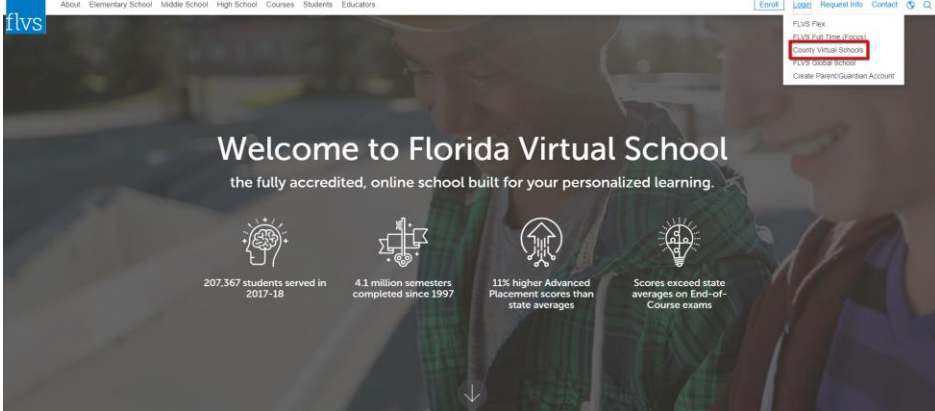
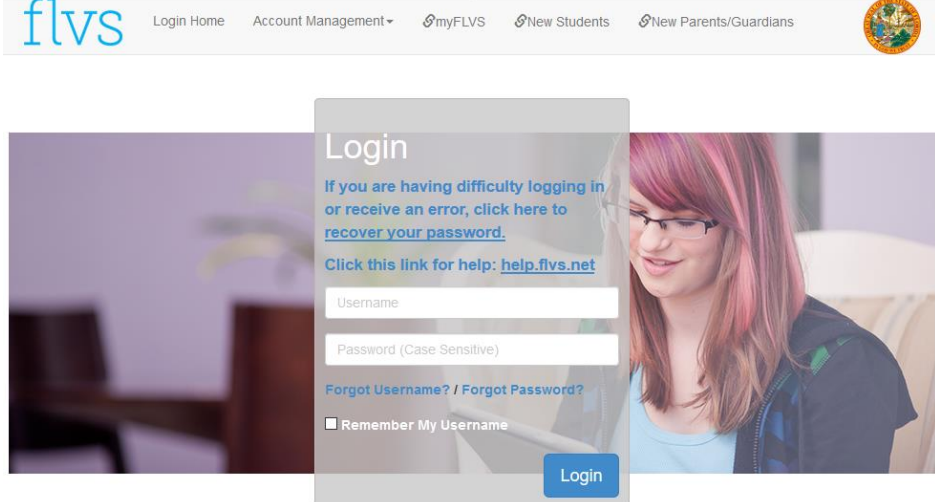

Good Luck!

**We look forward to working with you as you
complete your MDVS courses!**



Register for FLVS Course through MDVS Current Students

If you already have taken courses through MDVS and need to register for additional courses, please follow these steps.

<p>Point your browser to the Florida Virtual School Website.</p>	<p>https://www.flvs.net/</p>
<p>Click on LOGIN from the top menu and choose County Virtual Schools.</p>	
<p>Use your Username and Password to login to your account.</p>	
<p>Look for a tab that says Request New Courses.</p>	

If requested, verify your student information.

Student Info Verification

Please verify or update the following student information before requesting for a new

Physical School

Type of Student: US Student
State: Florida
Select by: District
District: Putnam
Physical School: Palatka High School

School Name: Palatka High School
School Type: Public School
Address: 302 Mellon Road
Palatka, FL 32177
Phone: (386) 329-0577
Florida Virtual School Counselor: Michell Washington

Counselor

Physical School Guidance Counselor: [Select]
Phone Number:
Fax Number:
Email Address:

Grade Level

Grade Level: 10

Address

Primary	Address *	City *	Country *
<input checked="" type="checkbox"/>	3841 Reid St	Palatka	United States

Example Address Description: "Grandmother's house"

Add Another Address

This is the Course Catalog. Refine the search for a course by **Education Level** and **Subjects**.

Use the **Search Bar** to search by Subject, Course Name or Course Code.

flvs

Course Catalog

Browse Catalog Create account & sign-up Finish sign-up

1 2 3

Refine Your Search

Education Level

☐ High School
☐ Regular
☐ Honors
☐ Advanced Placement
☐ Middle School
☐ Regular
☐ Advanced

Subjects

☐ Art / Visual Arts
☐ Business Technology
☐ Career Technical Education
☐ English
☐ Exceptional Student Education
☐ Foreign Language
☐ Health / Physical Education
☐ Human Services
☐ Journalism
☐ Leadership Skills Development
☐ Mathematics
☐ Music
☐ Peer Counseling
☐ Research and Critical Thinking
☐ Safety and Driver Education

Search Subject, Course Name, Course Code

Art / Visual Arts

High School
AP Art History
Art History and Criticism 1 Honors
Art in World Cultures
Creative Photography 1
Theatre, Cinema, & Film Production

Middle School
M/J Creative Photography 1

Business Technology

Middle School
M/J Business Keyboarding

Career Technical Education

High School

In this example, we will be looking for Spanish 1.

Read a course description by hovering over a course name.

Once you have decided on a course click **Select** to add this course to your backpack.

Foreign Language

High School

Chinese 1

Chinese 2

French 1

French 2

Latin 1

Latin 2

Spanish 1

Select

Learn basic Spanish grammar to help build your fluency and understanding, and apply what you learn through interactive games, written practice, listening, and speaking exercises. This course provides elective credit.

To add the course you will **choose the segments/semesters** you want to take.

Add This Course

Course Details

[Back to Courses](#)

1

Choose the segment(s)/semester(s) you want to take

Think of a segment as a traditional semester, or 16-18 weeks. At FLVS, you move at your own pace, so a segment may take you 8 weeks or 24 weeks. Two segments equal a full year of any course.

Materials Required: Microphone, speakers or headset, device of choice to record video with audio; Chrome browser suggested

Choose Segments

Please choose

Please choose

Segment 1

Segment 2

All Segments

2

Choose your preferred start date

Students are placed as quickly as possible according to their requested start date. At certain times of the year, there may be a slight delay due to high volume requests. We continue to place students into courses as seats become available. This means that you may be placed after your preferred start date.

Date (mm/dd/yy)



3

Choose the virtual school you would like to take this course through

Please select whether you would like to take this course through Florida Virtual School or your County Virtual School

Please choose

Florida Virtual School

MyDistrict Virtual School

Please choose

From the dropdown menu, select **MyDistrict Virtual School**. This will allow you to choose courses taught by MDVS instructors.

If a course has prerequisites, please be sure to check that you agree.

Take time to read this section.



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- Choose your pace; begin and complete your courses at any time during the year
- Courses are offered on a rolling admission basis
- Teachers are available Mon-Fri from 8am-8pm with a 24 hour response time to calls, texts, and emails and a 48 hour response time to grading
- You may experience a delay in response time on the weekends

- Your County Virtual School teachers are employed by your local school district and work diligently to assist students in completing courses within the time frame specified by the district
- Courses are offered on rolling enrollment or traditional school calendar basis (varies by school district)
- Teachers are available Mon-Fri (hours vary by district), with a 24-hour response time to calls, texts, and emails and a 48-hour response time to grading
- You may experience a delay in response time on weekends or school holidays

Click on the **Continue** button at the bottom of the screen.

[Back to Courses](#)

[Continue](#)

The next step is to complete the Florida Virtual School Survey.

flvs Survey

FLVS Login

Backpack 0 (Limit 3)

1 2 3

[Browse Catalog](#) [Create account & sign-up](#) [Finish sign-up](#)

Spanish 1

Learn basic Spanish grammar to help build your fluency and understanding, and apply what you learn.

Total Credits: 0.5
Course Code: 708340
Est. Completion Time: 2 segments/22-36 weeks
Cost: Free To Florida Residents

1 *Why did you enroll with FLVS? (Choose all that apply)

<input type="checkbox"/> Access courses any time / day	<input type="checkbox"/> Have option to learn at slower pace
<input type="checkbox"/> Access year-round start dates	<input type="checkbox"/> Have option to graduate early
<input type="checkbox"/> Access courses from any place	<input type="checkbox"/> Have option to catch up and graduate on time
<input type="checkbox"/> Access core or elective courses	<input type="checkbox"/> Have option to recover a credit or forgive a grade
<input type="checkbox"/> Access AP courses	<input type="checkbox"/> Learn in a safer environment (fewer negative social issues)
<input type="checkbox"/> Access dual enrollment courses (college credit)	<input type="checkbox"/> Learn with fewer distractions
<input type="checkbox"/> Access an alternative free school option	<input type="checkbox"/> Prepare for college and career
<input type="checkbox"/> Accommodate course scheduling conflict	<input type="checkbox"/> Provide homeschool instruction support
<input type="checkbox"/> Accommodate extracurricular activities, job or career	<input type="checkbox"/> Receive personalized learning
<input type="checkbox"/> Accommodate health / medical issues	<input type="checkbox"/> Receive prompt teacher communications
<input type="checkbox"/> Accommodate more family time	<input type="checkbox"/> Receive effective teacher / student interactions
<input type="checkbox"/> Fulfill state online course requirement	<input type="checkbox"/> Other
<input type="checkbox"/> Have option to learn at faster pace	

[Chat With FLVS](#)

If you would like to add more courses click on **Add More Courses** and follow the steps above.

Once you have added all the courses you would like to take and reviewed them, click on **Continue**.

flvs Backpack

FLVS Login

Backpack 1 (Limit 3)

1 2 3

[Browse Catalog](#) [Create account & sign-up](#) [Finish sign-up](#)

My Backpack

Course	Credits	Segment/ Semesters	Earliest Preferred Start Date	Virtual School	Survey	Edit	Delete
Spanish 1 Code: 708340 Official Name: Spanish 1	0.5	Segment 2	01-08-2019	MyDistrict Virtual School	View	Edit	Delete

[Add More Courses](#) [Continue](#)

The next step is that your counselor/guardian must verify these courses.

- **A Guidance Counselor will provide verification of those courses for students in public schools by logging into FLVS.**
- **Guardian verification is needed for students who are designated as a Home School Student. They will also need to log into FLVS.**



Good Luck!

**We look forward to working with you as you
complete your MDVS courses!**



High School Courses

English Language Arts

Course Name	General Course Code	Honors Course Code	Course Notes
English I	1001310	1001320	year
English II	1001340	1001350	year
English III	1001370	1001380	year
English IV	1001400	1001410	year

Mathematics

Course Name	General Course Code	Honors Course Code	Course Notes
Algebra I	1200310	1200320	year
Algebra II	1200330	1200340	year
Calculus		1202300	year
Geometry	1206310	1206320	year
Liberal Arts Mathematics I	1207300		year 21/22-Last year of use
Liberal Arts Mathematics II	1207310		year 21/22-Last year of use
Math for College Readiness	1200700		year - on ALEX platform
Pre-Calculus v21		1202340	year
Probability & Statistics		1210300	year

Science

Course Name	General Course Code	Honors Course Code	Course Notes
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Anatomy & Physiology	2000350	2000360	year
Biology I	2000310	2000320	year
Chemistry I	2003340	2003350	year
Earth/Space Science	2001310	2001320	year
Environmental Science	2001340	2001341	year
Marine Science	2002500	2002510	year
Physical Science	2003310	2003320	year

High School Courses

Social Studies

Course Name	General Course Code	Honors Course Code	Course Notes
Economics	2102310	2102320	semester
Economics with Financial Literacy	2102335	2102345	semester
U.S. Government	2106310	2106320	semester
U.S. History	2100310	2100320	year
World History	2109310	2109320	year

World Languages

Course Name	General Course Code	Honors Course Code	Course Notes
American Sign Language I	0717300		year
American Sign Language II	0717310		year
French I	0701320		year
French II	0701330		year
Latin I	0706300		year
Latin II	0706310		year
Spanish I	0708340		year
Spanish II	0708350		year

Spanish III		0708360	year
Spanish IV		0708370	year

Health/Physical Education

Course Name	General Course Code	Honors Course Code	Course Notes
Fitness Lifestyle Design	1501310		semester
Health Opportunities through Physical Education (HOPE)	3026010		year - This course meets state rule 6A
Life Management Skills	0800300 8502000		semester
Outdoor Education	1502480		semester
Personal Fitness	1501300		semester

High School Courses

Career and Technical Education

Course Name	General Course Code	Honors Course Code	Course Notes
Computer & Network Security Fundamentals	9001320		year
Cybersecurity Essentials	9001330		year
Digital Information Technology	8207310		year
Foundations of Programming	9007210		year
Introduction to Hospitality & Tourism	8850110		year
Introduction to the Teaching Profession	8909010		year - Coming Soon
Procedural Programming	9007220		year

Electives

Course Name	General Course Code	Honors Course Code	Course Notes
Career Research and Decision Making	1700380		semester

Computer and Networking Security Fundamentals	9001320		year
Critical Thinking and Study Skills	1700370		semester
Driver Education/Traffic Safety	1900300		semester
Journalism 1	1006300		year
Leadership Skills Development	2400300		year
Peer Counseling 1	1400300		semester
Peer Counseling 2	1400310		semester
Psychology 1	2107300		semester
Social Media I	1006375		semester

Advanced Placement Courses

Lafayette does not offer AP Exams. Student will take exams in a nearby district.

Course Name	General Course Code	Course Notes
AP Biology	2000340	year
AP Calculus AB	1202320	year
AP Calculus BC	1202320	year
AP Computer Science A	0200335	year
AP English Language and Composition	1001420	year
AP English Literature and Composition	1001430	year
AP Environmental Science	2001380	year
AP Human Geography	2103400	year
AP Macroeconomics	2102370	semester
AP Microeconomics	2102360	semester
AP Psychology	2107350	year
AP Statistics	1210320	year
AP United States Government and Politics	2106420	semester
AP United States History	2100330	year

Middle School Courses

English Language Arts

Course Name	General Course Code	Honors Course Code	Course Notes
M/J Language Arts 1 – Grade 6	1001010	1001020	year
M/J Language Arts 2 – Grade 7	1001040	1001050	year
M/J Language Arts 3 – Grade 8	1001070	1001080	year

Mathematics

Course Name	General Course Code	Honors Course Code	Course Notes
M/J Mathematics – Grade 6	1205010		year
M/J Accelerated Mathematics - Grade 6		1205020	
M/J Mathematics – Grade 7	1205040		year
M/J Accelerated Mathematics – Grade 7		1205050	
M/J Pre-Algebra – Grade 8	1205070		year

Social Studies

Course Name	General Course Code	Honors Course Code	Course Notes
M/J World History – Grade 6	2109010	2109020	year
M/J Civics – Grade 7	2106010	2106020	year
M/J U.S. History – Grade 8	2100010	2100020	year

Science

Course Name	General Course Code	Honors Course Code	Course Notes
M/J Comp Science 1 – Grade 6	2002040	2002050	year

M/J Comp Science 2 – Grade 7	2002070	2002080	year
M/J Comp Science 3 – Grade 8	2002100	2002110	year

Middle School Courses

World Languages

Course Name	General Course Code	Course Notes
M/J Spanish Beginning	0708000	year
M/J Spanish Intermediate	0708010	year

Electives

Course Name	General Course Code	Course Notes
M/J Business Keyboarding	8200110	semester
M/J Career Research and Decision Making	1700060	semester - Meets HB7071
M/J Coding Fundamentals	9009200	semester
M/J Computer Science Discoveries 1	0200010	semester
M/J Critical Thinking, Problem Solving, and Learning Strategies	1700100	year
M/J Peer Counseling 1	1400000	year
Visual Art 1	0101100	semester
Visual Art 2	0101110	semester

Health

Course Name	General Course Code	Course Notes
M/J Fitness – Grade 6 v22	1508000	semester
M/J Comprehensive PE – Grade 7 v22	1508060	semester
M/J Comprehensive PE – Grade 8 v22	1508070	semester

Elementary Courses

Kindergarten

Course Name	General Course Code	Course Notes
Language Arts	5010041	year
Mathematics	5012020	year
Social Studies	5021020	year
Science	5020010	year

First Grade

Course Name	General Course Code	Course Notes
Language Arts	5010042	year
Mathematics	5012030	year
Social Studies	5021030	year
Science	5020020	year

Second Grade

Course Name	General Course Code	Course Notes
Language Arts	5010043	year
Mathematics	5012040	year
Social Studies	5021040	year
Science	5020030	year

Third Grade

Course Name	General Course Code	Course Notes
Language Arts	5010044	year
Mathematics	5012050	year
Social Studies	5021050	year
Science	5020040	year

Fourth Grade

Course Name	General Course Code	Course Notes
Language Arts	5010045	year
Mathematics	5012060	year
Social Studies	5021060	year
Science	5020050	year

Elementary Courses

Fifth Grade

Course Name	General Course Code	Course Notes
Language Arts	5010046	year
Mathematics	5012070	year
Social Studies	5021070	year
Science	5020060	year

Electives

Course Name	General Course Code	Course Notes
Art Kindergarten	5001010	year
Art 1	5001020	year
Art 2	5001030	year
Art 3	5001040	year
Art 4	5001050	year
Art 5	5001060	year
Elementary Physical Education Kindergarten	5015020	year
Elementary Physical Education 1	5015030	year
Elementary Physical Education 2	5015040	year
Elementary Physical Education 3	5015050	year
Elementary Physical Education 4	5015060	year
Elementary Physical Education 5	5015070	year
Elementary Spanish Introductory	5007020	year
Elementary Spanish Level 1	5007020	year
Elementary Spanish Level 2	5007020	year
Elementary Spanish Level 3	5007020	year
Elementary Spanish Level 4	5007020	year
Elementary Spanish Level 5	5007020	year
Elementary Computer Science Kindergarten	5002010	year

Elementary Computer Science 1	5002010	year
Elementary Computer Science 2	5002010	year
Elementary Computer Science 3	5002020	year
Elementary Computer Science 4	5002020	year
Elementary Computer Science 5	5002020	year

APPENDIX F: Testing Schedule Letter

September 29, 2021

Dear Parents of Lafayette Virtual School Students:

Our records indicate your child is enrolled in the Lafayette Virtual School Program for the 2014-2015 school year. As a Lafayette District Virtual School Student your child participates in the official testing that our district gives to regular public school students.

Your child must have passing scores on Grade 10 FSA Reading and on End of Course Exams (exact subjects vary based on the year your child begins 9th grade) if he/she plans to receive a Florida diploma.

I am enclosing a copy of the district testing calendar for your reference. Please note this schedule is subject to change. Testing schedule changes will be posted on our district website, <http://lafayette.schooldesk.net>. Please contact the Assistant Principal/Testing Coordinator of the school at your child's level (Mrs. Connie Pearson—Elementary—294-4116 or Mrs. Becky Sharpe—Middle & High—294-1417) to make arrangements for your child to take one of the tests. Be sure to contact us at least four weeks prior to the scheduled test so we will have materials prepared for your child.

Should you have any questions or concerns regarding this matter, please contact me at 294-4166.

Sincerely,

Lisa Hancock
District Assessment Coordinator

Enclosure