Frederick County Public Schools
Description of Online Course Offerings

Frederick County Public Schools has several options for online course offerings. Students may take, with principal approval, courses through Virtual Virginia or APEX Learning. Both are approved by the Virginia Department of Education. Online course offerings are not guaranteed to be offered and are subject to staff and space availability. Courses taken during the summer are subject to a fee to be set annually by the Frederick County Public Schools School Board.

Guidelines/FAQs for the implementation of online course offerings ("nontraditional courses") are below, followed by a list of VDOE-approved courses through Apex Learning. Information about Virtual Virginia courses may be found at www.virtualvirginia.org.

Questions regarding online course offerings should be directed to your school counselor.

Content and Delivery:

- Are the nontraditional courses used for original credit, credit recovery or both?
  Non-traditional courses are used for both credit recovery and original credit. For students recovering credit, they are given the opportunity to recover real-time, while still enrolled in the course they are recovering. This is referred to as unit recovery. Previously failed units or concepts are targeted through the virtual course (APEX Learning) and monitored by the instructor. Recovery may also be via entire course recovery. In this circumstance, students recover all course units that have been aligned to the Virginia Standards of Learning and the Frederick County Public Schools curriculum. Students work under the direct supervision of a teacher licensed in the area of recovery. Students may "test out" of units by taking and achieving a passing score on the unit Diagnostic test. Students may recover an entire credit during the school year or during the summer. This is referred to as credit recovery. If attempting credit recovery during the school year, students are scheduled in an APEX Lab course and complete the work in a controlled setting, with teacher oversight. Students are also given the opportunity to recover credit during the summer months. This work is done mostly independently, though a teacher mentor is assigned and daily communication occurs. Teachers are available at scheduled times to meet with students on an as-needed basis.

  On rare occasion, students are given the opportunity to obtain original credit through non-traditional courses. This is done primarily through our alternative school setting and work is completed under the direction and oversight of a licensed teacher. Students completing a non-traditional course for original credit may not test out of any portion of the course. Because the Code of Virginia (22.1-253.13:4) requires all students to complete one virtual course to earn a standard or advanced-studies diploma, all students will be required to obtain original credit through a non-traditional course.

  In both cases (recovery credit and original credit), the courses are delivered through APEX Learning, an approved Virtual School Program through the Virginia Department of Education and have been aligned to the Virginia Standards of Learning and the Frederick County Public Schools curriculum by district-level content supervisors. Oversight is provided by a teacher licensed in the content area,

and students are required to take the associated Virginia Standards of Learning End of Course Assessment. Additionally, all course assessments are delivered in a controlled environment under the direct supervision of a licensed staff member.

- Are nontraditional courses part of the FCPS Program of Studies?
Yes, in that we only offer non-traditional courses that are part of our normal Program of Studies.

- Are the nontraditional courses taught at or above your regular academic level?
Yes. The course content has been aligned to the Virginia Standards of Learning and the Frederick County Public Schools curriculum by district-level content supervisors. All course material is at or above the academic level of a traditional classroom course. NOTE: The courses are approved by the Virginia Department of Education (VDOE), as required by code.

- Who designed the curriculum in the nontraditional courses?
The courses are developed by APEX Learning, which is on the VDOE Approved Multidivisional Online Provider list. Content has been reviewed and aligned to the Frederick County Public Schools curriculum by district-level content supervisors.

- How are nontraditional courses delivered?
Recovery content is delivered through a blended model, with online and print resources utilized to help the student have a better understanding of the concepts. Original credit courses are delivered online.

- Are nontraditional courses delivered through a learning management system?
No. The courses are delivered through APEX learning, which is an online website that is password protected.

- Are nontraditional courses delivered synchronously or asynchronously?
Courses are delivered asynchronously. However, students generally work under the direct supervision of a licensed staff member in a controlled environment (in-school lab).

- Are the lessons, modules and assignments within a given course the same for all students?Yes.

- Can a student be exempted from or test out of certain portions of a course?
Yes, as provided for in Frederick County Public Schools Regulation 305R and Virginia Standards of Accreditation 8 VAC 20-131-110. However, only students taking the course for credit recovery after having already taken the entire course and completed the requisite 140 seat hours may test out via unit diagnostic assessments. This option is not available for original credit.

- Excluding students with an IEP or 504 plan, can the lessons, modules or assignments within a given course be customized or tailored on a student-by-student basis?
No. Course content is tailored by district-level content supervisors to align with the Virginia Standards of Learning and the Frederick County Public Schools curriculum, and is consistent for all students.

- For students with an IEP or 504 plan, can the lessons, modules or assignments within a given course be customized or tailored on a student-by-student basis?
No. Course content is tailored by district-level content supervisors to align with the Virginia Standards of Learning and the Frederick County Public Schools curriculum,

and is consistent for all students. IEP and/or 504 accommodations are utilized as appropriate.

- What information is available about exams? What student-specific information is available to teachers through Apex Learning?
  Exams are completed in a controlled environment under the direct supervision of a licensed staff member. All other assignments are available for evaluation and validation indefinitely, until we delete the student from the program.

  In addition to assessments/assignments, teachers are able to capture time on task, length of time taken for each unit/concept, length of time taken on assessments, log-in patterns, and pacing.

- Under what circumstance may a student be permitted to repeat a lesson, module or assignment?
  Students working through non-traditional courses have the same opportunities to re-do assignments as students working through traditional courses in a classroom setting. They may re-take a failed quiz only after reviewing course material, <u>and at the teacher's discretion</u>. A minimum proficiency level is set that aligns with the FCPS-adopted grading scale. At the teacher's discretion, students may repeat failed quizzes only following intervention. Students may participate in intervention and re-test up to two times, after which the highest grade will be recorded and the student must move on to the next unit or concept. Exams may not be repeated.

- Are students permitted to work at their own pace to complete a course?
  Yes, to an extent. An end date is set for each course, and students must pace themselves to complete the course by the end date. Progression through the course is monitored by the supervising licensed staff member assigned to the course. Students who do not complete the course in the designated time frame are not given credit for any portion of the course. All coursework must be completed by September of the next academic year for inclusion on prior year transcript, by VDOE regulation.

- What is the shortest period of time a student is permitted to complete a course?
  There is no minimum time frame for unit recovery (see the description in question #1). Courses taken for credit recovery may not be completed in less than one nine-week period. Students taking a course for credit recovery have already had the requisite Virginia minimum seat time of 140 hours, so this nine-week period is in addition to the required seat time.
  Students taking original credit through a non-traditional course are required to complete the state-required 140 seat hours to earn a credit.

- What is the longest period of time a student is permitted to complete a course?
  Under most circumstances, we require students to complete a credit recovery course in one semester. However, in individual cases, we would permit a student to take one academic year to complete a course, subject to VDOE requirements for inclusion on the student's academic transcript.

Student/Instructor Interaction:

- Are the nontraditional courses completed in a computer lab?
  Students earning a credit through credit recovery in a non-traditional course are often scheduled for the course in a computer lab. Students are grouped by subject area in the lab when possible.

- Is there an instructor of record for the course? If so, what are the minimum credentials required of the instructor?
  All instructors of record are required to be licensed in the content area they are supervising. This is closely monitored by district-level supervisory staff and reported to the Virginia Department of Education on the Master Schedule Collection Report.

- Is the instructor of record affiliated with your school or an outside entity?
  Frederick County Public Schools only uses FCPS teachers as the instructor of record for non-traditional courses offered through Apex.

- Does the instructor of record deliver synchronous instruction during the course?
  No, although students recovering a credit during the school year are often scheduled in a lab. The lab instructor can provide instruction/direction as needed.

- What is the frequency and the nature of the instructor-initiated interaction that takes place with students throughout the course.
  For recovery courses delivered during the school year in our comprehensive high schools, instructor interaction occurs daily for students who work on the courses in the computer lab. Additionally, instructors of record communicate via email.
  For courses taken through our alternative education site, instructor interaction happens daily as students are scheduled in the classroom with the instructor of record.

- What types of assignments/assessments do students do?
  Assignments and assessments vary by course. Generally, each unit includes quizzes, tests, and journals. Additionally, some courses require writing assignments and projects. A mid-term and final assessment is required for all courses.

- How are assessments graded and by whom?
  Minor assessments such as quizzes are graded by the APEX program and reviewed by the instructor. Major exams, written assignments, and projects may be graded by the instructor of record.

Transcripts:

- How do these nontraditional courses appear on your district's transcript? (Please share the specific designation if applicable.)
  For students who participate in a non-traditional course for full credit (i.e.: credit recovery or original credit), the courses are designated on the transcript with the letter V attached to the course code that is designated for that particular course. (For example, the course code for Algebra I is 3130. When taken as a non-traditional course, Algebra I will appear as 3130V on the transcript).
  Student transcripts will reflect a "P" if the student passes the course. Courses completed through Apex are not assigned a letter grade and do not affect a student's GPA.

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Online Learning
Options Guiding Chart

Scenario	Grade	Cost to Student
Student elects to take an online course (either new or repeat) through a program sponsored by FCPS when the course is available in school.	P	No Charge
Student takes an online course through a program sponsored by FCPS in order to graduate on time	P	No Charge
Student on homebound/homebased instruction takes an online course through a program sponsored by FCPS.	P	No Charge
Student who is long term suspended takes an online course through a program sponsored by FCSP	P	No Charge
Student repeats a course in the summer that he failed during the school year.	P	Cost is determined annually by FCPS School Board.
Student elects to repeat a previously passed course to improve content knowledge.	P	Cost is determined annually by FCPS School Board.
Student elects to take modules of a course to complete a class on time	• If 50% or more of the course is taken online, student gets a P for a final grade • If less than 50% of the course is taken online, student's grade is averaged as usual	No Charge

Programs identified as "sponsored by FCPS" include:

Apex Learning
Virtual Virginia
**All online options are subject to availability of staff and approval by the principal.

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School Year: 2012-2013
Approved Multidivision Online Provider Summary
Virginia Department of Education
Virginia Approved Courses:
Virginia SOL Course [Provider Course Title]
Algebra I [Algebra I (Core/Honors/LA)]
Algebra II [Algebra 2 (Core/Honors/LA)]
Biology [Biology (Core/Honors/LA)]
Chemistry [Chemistry (Core/Honors/LA)]
Earth Science [Earth Science (Core/Honors/LA)]
Economics and Personal Finance [U.S. and Global Economics (Honors)]
English Grade 10 [English II: Critical Reading and Effective Writing (Core/Honors/LA)] English Grade 11 [English Grade 11 (Core/Honors)]
English Grade 12 [English Grade 12 (Honors)]
English Grade 12 [English IV: British and World Literature (Core)]
English Grade 4 [English Foundations I (Foundation) Grade 04]
English Grade 5 [English Foundations I (Foundation) Grade 05]
English Grade 6 [English Foundations I (Foundation) Grade 06]
English Grade 7 [English Foundations II (Foundation) Grade 07]
English Grade 8 [English Foundations II (Foundation) Grade 08]
English Grade 9 [English Foundations II (Foundation) Grade 09]
English Grade 9 [English I: Introduction to Literature and Composition (Honors/LA)] English Grade 9 [Writing Skills and Strategies (Core) Grade 9]
French II [French II (Core)]
French II [French II (Core)]
French II [French II (Honors)]
General Music 9-12 [Music Grades 9-12 (Core)]
Geometry [Geometry (Core/Honors/LA)]
Physical Science [Physical Science (Core/Honors/LA)]
Spanish I [Spanish 1 (Core/Honors)]
Spanish II [Spanish 2 (Honors)]
Virginia & U.S. Government [U.S. Government and Politics (Core)]
Virginia & U.S. History [US History (Core)]
Visual Arts I: Foundations [Art Appreciation]
World Geography [Geography and World Cultures (Core)]
World History & Geography 1500 - Present [World History since the Renaissance (Core)] World History & Geography 1500 - Present [World History (Core)]
World History & Geography to 1500 [World History to the Renaissance (Core)]