

Hamilton County Board of Education

Monitoring: Review: Annually in November	Descriptor Term: Virtual Education Program	Descriptor Code: 4.208	Issued Date: 08/19/21
		Rescinded:	Revised: 12/08/22

In order to provide students of the Hamilton County Schools a broader range of educational opportunities, the Hamilton County Board of Education hereby authorizes the development of virtual education programs in accordance with T.C.A. §§ 49-16-101-49-16105 and the Rules of the Tennessee Board of Education. For purposes of this policy, "virtual education program" means a course or series of courses offered using technology and does not mean full time attendance at a virtual school.

Providing students a broader range of educational opportunities includes any of the following:

1. Academic remediation or enrichment, or providing students access to a wider range of courses.
2. Continuity of educational service for students who are homebound pursuant to the Rules of the Tennessee Board of Education.
3. Continuity of educational service for students enrolled in an alternative education program.

Unless a student has an IEP that requires otherwise, virtual education programs must be comprised of individual courses accessed by students in an entirely virtual setting. However, teachers of virtual education program courses may meet with students in-person for non-instructional time such as office hours.

Remote instruction via a virtual education program shall not constitute the majority of a student's total instructional time per school semester unless the student meets one of the following criteria:

1. The student is temporarily receiving all of their instruction via a virtual education program pursuant to a homebound or an alternate educational placement.
2. The student is taking course coursework virtually so they may participate in a work-based learning program or internship that takes place during regular school hours;
3. The student is accessing Advanced Placement (AP) courses or similar advanced coursework virtually; or
4. The student is taking virtual coursework for purposes of credit recovery.

A student may participate in a virtual education program without enrolling a virtual school; provided, however, that the student must be enrolled at the school where the student receives the majority of

1 his/her instruction each school year. A student's participation in a virtual education program shall be
2 at the discretion of the Administration.

3
4 Each school shall maintain attendance policies and procedures for determining when a student is
5 present in a course offered via the virtual education program. Methods of confirming attendance
6 include two or more of the following:

- 7
8 1. Students participating in a phone call with a teacher, with parent or legal guardian support as
9 appropriate for the age of the student;
- 10
11 2. Students participating in synchronous virtual instruction;
- 12
13 3. Students completing work in a learning management system;
- 14
15 4. Students submitting work via hard-copy or virtual formats; or
- 16
17 5. Students complete or submit other work as assigned by the school which shows evidence of
18 engagement with virtual learning.

19
20 A student that meets the attendance requirements set forth in the previous paragraph will be considered
21 present and marked with the appropriate attendance code in the district's student information system.
22 A student who fails to meet these requirements will be considered absent according to Hamilton
23 County Board of Education policy 6.200, "Attendance."

24
25 Virtual education programs must be taught using district-approved textbooks and instructional
26 materials. Schools must ensure students participating in virtual education programs are given access to
27 instructional materials, technology such as a computer that may be necessary for participation in the
28 virtual program, and offered an internet connection. Students with special needs, including students
29 with disabilities and limited English proficiency, shall not be excluded from enrolling and participating
30 in virtual education programs and must receive all services required by the student's Individualized
31 Education Program (IEP), Section 504 Plan, or Individual Learning Plan (ILP).

32
33
34
35
36
37
38
39
40
41
42
43 _____
44 Legal References:
45 T.C.A. §§ 49-16-101–49-16-105
46 Tennessee State Board of Education Policy 0520-01-03

43 _____
44 Cross References:
45 HCDE Board Policy 6.200, Attendance
46 HCDE Board Policy 6.310, Alternative School Program
47 HCDE Board Policy 6.506, Homebound Instruction