Franklin County School District

Digital Innovative E-learning (FCS Virtual)
Student Handbook 2020-21

Inspire...Lead...Soar

Franklin County Learning Center
Digital Innovative E-learning (FCS Virtual) Office Rm. 11
85 School Road
Eastpoint, FL 32328

Live Campus Location
Franklin County School
1250 Highway 98
Eastpoint, FL 32328
https://www.franklincountyschools.org/domain/52

Digital Innovative E-learning (FCS Virtual) Mission:

Providing students with engaging, rigorous instruction in a virtual learning environment to allow for flexibility to meet their educational needs for a lifetime of success.

Laurence Pender Principal K-12 **Jaime Copley** Assistant Principal (Middle/High) **Shelly Miedona** Assistant Principal (Elementary) **Karen Ward** Assistant Principal (VPK, Alternative & Digital Innovative E-learning) **Charles Syverson** Dean (Elementary, Middle & High) **Melanie Copeland** School Counselor (MS/HS) **Donna Barber** School Counselor (Elementary) **Dr. Jill Rudd** District Director of Special Programs **Lynn Clark** District Staffing Specialist	Dear Students, Welcome to the 2020-2021 school year, the first year of FCS Digital Innovative E-learning! The Franklin County School District is offering this new learning model to give you, our students, the best educational experience possible while supporting your decision to learn from a safe environment in your own home. As our mission stated, we want to provide *students* with engaging instruction in a virtual learning environment to meet their educational needs for a lifetime of success. *YOU, the student, are our purpose and our mission!* FCS has wonderful teachers and staff who are absolutely committed to your academic success. They are also committed to getting to know you, the student, on a personal level. Yes, we can do this in our "virtual world." In this learning model, students will often work on assignments in a virtual environment during non-traditional hours. Students enrolling in e-learning for elementary and secondary will have a daily class schedule, class meetings, assignments and digital resources that support an at home, asynchronous learning environment. E-learning teachers will follow a similar pacing guide to the on-campus learning environment. FCS e-learning teachers and staff will use web-based platforms such as Google Classroom and Zoom, email, phone calls, text messages, and Remind to get to know you, deliver instruction and support you through this new way of learning. You may interact with your teachers through a live chat during a scheduled lesson or to problem solve when assistance is needed. The availability of the e-learning teacher will be scheduled through your teachers and/or posted in Google Classroom. In closing, remember two way communication, from school to home, and home to school, is key to ensuring a successful e-learning educational experience, especially as we all experience this together for the first time. Sincerely, Karen Ward Assistant Principal of Digital Innovative E-learning

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Digital Innovative E-learning (FCS Virtual)
2020 - 2021 DIRECTORY
Administrative Staff

NAME	E-MAIL	SCHOOL PHONE
Laurence Pender Principal K-12	lpender@franklincountyschools.org	Office (850) 670-2800 ext 3115 Cell (850) 209-8964
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Rob Wheetley Director of School Safety and Facilities	rhweetley@franklincountyschools.org	(860) 670-2800 ext
Dr. Jill Rudd Director of Special Programs	jrudd@franklincountyschools.org	(850) 670-2810 ext.4109
Lynn Clark District Staffing Specialist	lclark@franklincountyschools.org	(850) 670-2800 ext. 3107

POLICIES, PROCEDURES AND GENERAL INFORMATION

ACADEMIC PERFORMANCE FOR INITIAL AND CONTINUED ENROLLMENT

ACADEMIC INTEGRITY POLICY
E-learning work is completed at home with little or no teacher supervision. However, all student work must be authentic. Student work submitted for grading must be 100% their own work, 100% of the time. Consequences for cheating can be found in the FCS Code of Conduct. Parents/guardians are responsible for understanding the FCS Digital Innovative E-learning Academic Integrity Policy and must understand the expectations for their student's work.

FCS Digital Innovative E-learning model is an available option for any student in grades K-12 . This virtual model offers a "safe at home" school choice alternative to in-person, on-campus attendance during these uncertain times. While this e-learning choice can be made with no minimum GPA or test score requirements for enrollment eligibility, student success and proper placement is a priority. Virtual learning is not a good fit for everyone so please consider this decision carefully as *enrollments are a semester-long or year-long* commitment that requires an adult to serve as the learning guide for the student and teacher. All full-time students must carry a minimum of a full six-course load for enrollment.

Dual Enrollment/Certification Courses
The virtual learning option could have a limited selection of electives and not all courses will be available through the Virtual Learning option. Student's enrolled in FCS Digital Innovative E-learning are permitted to participate in industry certification courses which may require "brick and mortar" attendance (Welding, CNA health classes, Culinary Arts, and UAS Operations (Drones). Some Dual Enrollment courses are not available for virtual learning, you must participate on campus.

Students who are not successful with the virtual model will be counseled to ensure the student is in the best possible place to succeed.

ARRIVAL AND DEPARTURE OF STUDENTS
When a student must attend the FCS "brick and mortar" live campus for testing or other school related events/activities, parents must sign in/out each student. Parents and students need to follow the procedures of the school they are visiting. *Until further notice, masks will be required when social distancing isn't possible.*

ATHLETIC/EXTRACURRICULAR ELIGIBILITY
Students enrolled in Innovative E-Learning are eligible to participate in sports and other extracurricular activities at Franklin County School. Students interested in playing a sport should contact the district athletic director, Dirk Strunk, for forms and additional information. Students interested in programs such as band or other clubs should contact the school for additional information.

Participation in Extracurricular Activities
In order to participate in extracurricular activities (including athletic programs), students must adhere to School Board rules, school rules and applicable law. It is important for students to understand that the behavioral expectations placed upon them by the school can extend beyond the classroom and school campus. Participation in extracurricular activities is a privilege.

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CALENDAR/IMPORTANT DATES

The Digital Innovative E-learning enrollment aligns with the district's school day and calendar.

First Day of School: August 14th, 2020
Last Day of School: May 27th, 2021

School Hours: 8:00 AM -2:45 PM

Holidays/School Closure Dates*

Elementary Course Dates

		Start Date	End Date*
Semester 1	1 st 9 Weeks	8/14/20	10/09/20
	2nd 9 Weeks	10/12/20	12/18/20
Semester 2	3rd 9 Weeks	1/4/21	3/12/21
	4th 9 Weeks	3/22/21	5/27/21

Middle and High School Course Dates

	Course Start Date	Course End Date*	Grades Available
Semester 1	8/14/20	12/18/20	1/14/21
Semester 2	1/4/21	5/27/21	6/4/21

Sep 7 Labor Day

Nov 6 Seafood Festival

Nov 11 Veterans' Day

Nov 25-27 Thanksgiving

Dec 18 Early Release at 1:30

Dec 21-Jan 1 Winter Break

Jan 18 M. L. King Birthday

Feb 15 Presidents' Day

Mar 15-19 Spring Break

April 2-5 Good Friday/Easter Holiday

May 27 Early Release at 1:30

INTERNET ACCESSIBILITY

FCS Digital Innovative E-learning requires that all students have access to the internet. Our programs and courses are largely built around digital content. It is the parent's responsibility to provide and maintain constant and dependable internet. Students that do not have access to the internet will fall behind pace and be in danger of failing. It is recommended that the parent secure internet access before the school year starts!

COMPUTER / TECHNOLOGY ACCESSIBILITY

Students are expected to have the necessary technology to work in this program. Upon enrollment, students should secure a working computer and internet. If you do not have this technology available, please contact our office. The Franklin County School District has a limited number of Chromebooks available for student check-out (limit 2 per family).

DEBT LIST: Students will be placed on the debt list for failure to turn in district issued Chromebooks upon withdrawal/end of year.

How does Digital Innovative E-learning Work?

ELEMENTARY K-5: Students will use chromebooks/computers to access Google Classroom where they will find their daily assignments. Students will access the same curriculum, lessons, resources, and activities used in the on-campus classroom. This will include a mix of textbooks and consumables for each subject as well as digital lessons, videos, Zoom sessions with the teacher, and class meetings. Students are issued workbooks in which to complete their assignments following their online daily lesson in all subject areas. Lessons have a timeline and due date to be in compliance with the district and grading requirements. While schooling with FCS Digital Innovative E-learning provides a flexible schedule, students are required to complete work daily and follow the FCS calendar to get work submitted for quarterly and end of year grades.

SECONDARY: Students will use chromebooks/computers to access Google Classroom where they will find their daily assignments. Teachers will communicate with students through Google Classroom, Zoom, emails, messages, texts, and over the phone. Students will have a pacing guide/chart/assignment calendar that will be available in their courses to serve as a schedule for students. Some required courses are assigned by FCS staff to the student's account/dashboard in APEX while some courses will use FCS adopted curriculum for instructional materials and learning resources.

Scheduling Procedures

We will try to schedule all the courses selected by a student; however, the following may affect a student's final schedule:

• If a course is not requested by a sufficient number of students, that course will not be offered. In this case every attempt will be made to select a course from the "elective course selections" list from the student's course request form.

• If two selected courses are only offered at the same time, the student can only be scheduled into one of them. Every attempt will be made to use one of the student's alternate selections to replace the unscheduled course.

• If a student chooses a course that has a prerequisite and the student's final grade in the prerequisite course is not adequate, the student's schedule will be adjusted accordingly. For these reasons, it is crucial that the student completes the elective section on the option verification letter. Please note that if this section is not completed, the student will be scheduled for available electives.

• The scheduling procedure is to fill openings in courses in a descending order with 12th graders scheduled first, 11th graders next, etc. This is done to ensure that students closest to graduation meet their graduation requirements. Students should discuss and plan their schedule with their parents. Parents should assure their student's planned schedule reflects the scheduling procedures and courses needed for graduation. If a student fails a course, they will automatically be placed in the same course the next school year. The failed course must be completed with a passing grade before being placed in the next sequential course. If a student chooses to retake the failed course at another school (example Virtual School) they must be 75% finished with the course by August 1st before they will be scheduled for the next sequential course.

*IF YOU WISH TO HAVE A MODIFIED SCHEDULE, PLEASE SEE YOUR GUIDANCE COUNSELOR FOR MORE INFORMATION.

Schedule Change Procedures

Please be aware of the schedule change procedure when course selections and their alternates are made. A student's schedule may only be changed under the following conditions:

• A student is incorrectly-scheduled because of inadequate or erroneous information

• Administrative action becomes necessary because of imbalance of class loads, loss of a teaching unit, unique or unforeseen constraints

• An additional course is needed to meet graduation requirements

• A schedule adjustment is required because a student already has received credit in a scheduled class

• The student must list a valid educational reason for requesting a schedule change

• Receiving teacher and current teacher will both have to approve the student's schedule change

• The parent will need to sign the schedule change form, as well as the administrator

• This process must be completed and the form returned during the first 5 days of the applicable semester or at school administration's discretion or changes will not be made

The Franklin County School District employs teachers certified by the Florida Department of Education. The school administration will decide the instructor for each course section. Students and parents will abide by the choice of instructor. Course content is consistent in all sections with the same course number and description. It is very important that you choose your courses carefully. The master schedule is built and teachers are hired based on your course requests. Changes, once the school year has started, may not be possible.

GRADES/GRADE SCALE/FINAL GRADES/ REPORT CARD/GRADE CHANGES

- ❖ State Standards shall be the basis for the curriculum and instruction in all grades in the subjects of language arts, math, science and social studies. Appropriate instruction will be provided to assist students in the achievement of these standards.

- ❖ Grading policies and student progression will comply with the Franklin County School District Student Progression Plan.

- ❖ Progress Reports are posted four times per year (mid quarter).

- ❖ Grades are posted by teachers every 9 weeks and report cards sent home.

- ❖ Middle and high school course grades are submitted at the end of each semester.

- ❖ Final grades for courses can be confirmed by the individual teacher and may be dependent on EOC scores.

- ❖ Report cards are available at the Franklin County Learning Center after the 1st semester.

- ❖ All report cards will be mailed home at the end of the school year.

- ❖ Grade changes are subject to the teacher's completion of the grade change form.

- ❖ Progress Reports and report cards are available through the FOCUS Parent Portal.

GRADING SCALES

K-2 CORE COURSES GRADING SCALE

PERFORMANCE CODES
Based on progress toward meeting the grade level standards or grade level Access Points standards
E = Demonstrates above grade level proficiency independently
M = Demonstrates grade level proficiency independently
P = Demonstrates grade level proficiency with support
N = Demonstrates below grade level proficiency with support

3-12 NUMERICAL CORE COURSES GRADING SCALE

GRADE	PERCENT %	DEFINITION
A	90-100	Outstanding progress
B	80-89	Above average progress
C	70-79	Average progress
D	60-69	Lowest acceptable progress
F	0-59	Failure
I		Incomplete

K-5 SPECIAL AREAS COURSES GRADING SCALE

GRADE	DEFINITION
E	Excellent
S	Satisfactory
N	Needs Improvement
U	Unsatisfactory

3-5 Weighted Grade Calculation

Language Arts		Math		Science		Social Studies	
40%	Weekly cold read comprehension tests	40%	Chapter Tests	30%	Chapter/Unit Tests	30%	Tests
30%	Weekly spelling phonics, grammar and vocabulary tests	30%	Mid-chapter quizzes & other quizzes	25%	Labs, experiments & projects	25%	Classwork
20%	Weekly anchor text quiz	30%	Classwork/ projects	25%	Classwork	25%	Projects
10%	Classwork and writing assignments			20%	Quizzes	20%	Quizzes

Grades 6-12 Weighted Grade Calculation

60%	Assessments (tests, quizzes, major projects)
40%	Daily Work (completed in class, notebooks, spelling & vocabulary tests)

CURRICULUM

All student assignments will be accessed through the Google Classroom Platform.

<u>**Elementary Digital Content:**</u>
- ➢ Classlink (see FCS Bookmarks Folder)
- ➢ Google Classroom
- ➢ Zoom
- ➢ Journeys Reading Curriculum
- ➢ Envision Math
- ➢ Write Score
- ➢ Discovery Education
- ➢ Social Studies Weekly
- ➢ Achieve 3000 (Grades 3-5)

<u>**Elementary Student Links & Digital Resources**</u>
- ➢ Accelerated Reading (Renaissance Place)
- ➢ Pathblazers
- ➢ Readworks
- ➢ Smarty Ants (K-2)
- ➢ Flocabulary
- ➢ Brain Pop and Brain Pop Jr.
- ➢ Khan Academy
- ➢ Extramath.com

<u>**Secondary Digital Content:**</u>
- ➢ Classlink (see FCS Bookmarks Folder)
- ➢ Google Classroom
- ➢ Zoom
- ➢ APEX
- ➢ Achieve 3000
- ➢ Envision Math
- ➢ WriteScore
- ➢ Florida Science Online Textbook

<u>**Secondary Student Links & Digital Resources**</u>
- ➢ Common Lit
- ➢ No Red Ink
- ➢ Autentico (Spanish)

<u>**Progress Monitoring Tools:**</u>
- ★ MAPS Assessment (Reading, Math, and Science) 3times per year
- ★ STAR Assessment (Reading) monthly
- ★ FSA Reading, Math
- ★ FCAT (Science 6th & 8th Grade)

★ EOC (End of Course exam)

STUDENT ACCOUNTS

All students will be assigned a school gmail account that will be used to log into the Franklin County School District's network to access all digital content.

How Do I Get Started?

How to log-in to get to your classwork:

- Sign in through **Google Chrome** with your school username and password. You should see a yellow file folder in the bookmark bar on the left hand side that says **FCS Bookmarks**. If you do not see this folder, you need to sync the account. To do this, go to your chrome settings and make sure sync is turned on.
- Click on the yellow **FCS Bookmarks** folder and a dropdown list of sites will open.
- Click on **Classlink.**
- Click **Sign in with Google.** A set of App Icons should open. These are many of the Apps you will need to access while E-learning.
- Click on **Google Classroom.** This is where you will find invites from your teachers to their Google Classrooms. Accept the invites.
- If you don't have an invite from a teacher, please email your teacher for the Google Classroom codes and add yourself. You can log in to the Focus Portal or the Focus App (download from the App store) to view your schedule to see your assigned teachers. Typical pattern for teacher email: first initial last name@franklincountyschools.org Example: jsmith@franklincountyschools.org
- Open each classroom and read any "welcome back" information teachers may have posted. Please check for any assignments or activities that you may begin working on. Welcome to your virtual classroom!
- If you have old Google Classrooms from last school year, you may delete them to avoid having so many classes to sort through. Click on the 3 vertical dots in the top right hand corner and it will give you the option to leave a class or unenroll.
- Each teacher will post their own procedures and expectations for the courses you are assigned.
- If you have any questions, please contact your assigned teacher or Mrs. Ward, Assistant Principal of Digital Innovative E-learning. 670-2810 Ext. 4132. Your call will be returned as soon as possible.

What if I don't know my Username or Password?

If your child does not remember his/her **username,** it is their school email and can be found in their Focus Portal. The typical pattern is their graduating year followed but first initial and last name @franklincountyschools.org.

Example: 22jsmith@franklincountyschools.org

Typical **password** is their lunch number followed with enough zeros to create an eight digit number. This password will be changed to the student's ID number. Notification will be sent regarding the change.

Example: 19324000

NEW FCS STUDENTS (Kindergarten and Newly Enrolled students): Your password will be your student ID number.

If all else fails, call the school and we can help you with your username and password.

Truancy

A student may be deemed truant after five (5) unexcused absences, or absences for which the reasons are unknown, within a calendar month, or ten (10) unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period.

Students are subject to the following actions for preventing and correcting truancy:
• When a student may be exhibiting a pattern of non-attendance, the principal shall refer the student to the school's attendance team to determine if a pattern of truancy is developing.
• The school's attendance team shall meet with the student and parent or guardian to determine if a pattern of truancy is developing and to identify and implement potential remedies. Failure of any party to attend a scheduled attendance team meeting will not detain the referral to the Superintendent/designee for truancy.
• If the school-based efforts to resolve non-attendance are unsuccessful, the student shall be referred to the Superintendent or his designee for truancy.
• If no valid reason is found for the student's absences, the Superintendent or designee may send the parent or guardian written notice requiring enrollment or attendance within three (3) days after the date of the notice.
• If the student does not return to school after the three (3) day notice, the Superintendent or designee shall refer the student and the parent or guardian to truancy court before the Circuit Court of Franklin County. A criminal prosecution for truancy may also be initiated against the parent/guardian.

Absences and Make Up Work

Attendance

Regular school attendance is a necessary part of a student's education. Excessive absences impair a student's educational progress, impacts whether the student passes or fails a grade, and may result in court proceedings and/or the loss of driving privileges. Absences shall be classified and treated as follows:
Excused Absences
Students must be working on assignment completion and checking in with teachers unless the absence has been excused for one of the reasons listed below. Excused absences include the following:
• Personal Illness.
• Illness of an immediate family member.
• Death in the family.
• Religious holidays of the student's religious faith.
• Required court appearance or subpoena by a law enforcement agency.
• Special events, including, but not limited to, important public functions, student conferences,

student state/national competitions that are school-sponsored, administrative approved post-secondary educational institution visitation, as well as exceptional cases of family need. Students must get permission from the principal at least THREE days in advance.
• Scheduled doctor or dentist appointments. The parent or guardian must provide a doctor's note upon return to school.

Unexcused Absences
Unexcused absences include, but are not limited to, the following:
• Shopping trips
• Pleasure trips
• Suspension from school
• Truancy
• Other avoidable absences

Reporting Absences

Any student who has not fulfilled the attendance requirements as stated on page 5, must provide an email from a parent or guardian within twenty four (24) hours of returning to school stating the cause of the absence. Failure to submit an email will result in an automatic unexcused absence. However, the fact that the student submits an email does not require the school administration to excuse the absence. The principal or designee will decide whether the absence meets the criteria for an excused absence, and that decision will be final. The administration may request additional documentation, such as a doctor's note. The excuse must state specific dates of absence, and must be signed by the treating, licensed physician. After fifteen (15) days of absence, whether excused or unexcused, a student must present verification from a licensed doctor for all subsequent absences due to illness. Special circumstances may justify a review by the School District's Health Services personnel.

Planned Absences:

In case of a planned absence, the parent or guardian shall provide written notice at least three (3) days prior to the absence. The fact that such notice is provided does not require the administration to treat the absence as excused. Rather, the principal or designee will determine whether such absence meets the criteria for an excused absence as listed in paragraph 1.

Make-Up Work-Excused Absences

When a student is absent from school with an excused absence, the student shall be responsible for all work and assignments missed during the student's absence. The student shall make arrangements with teachers for "make-up" work and will complete it within a reasonable time frame, (number of days missed + 1 additional day), upon the student's return to school. Coursework, tests and quizzes can be made up at 100% credit.

Make-Up Work-Unexcused Absences

When a student has an unexcused absence, it is the responsibility of the student to complete all coursework, test and quizzes and turn them in to the appropriate teacher. A student shall have one day to complete and turn in the work for each day the student is absent (i.e., in the event of three days unexcused absences; the student has three days to complete and turn in assignments). Tests and quizzes can be made up at 100% credit. Coursework, tests, and quizzes not completed and turned in within the allotted time frame will earn a zero for those

assignments. There is no expectation that the child's teacher or teachers recreate lessons, lectures, or labs for unexcused absences. Unexcused absence without parental knowledge or consent, or absence from class without a written excuse will result in no credit for coursework, tests and quizzes missed during the absence.

Driver's License

Florida law requires that minors who fail to satisfy attendance requirements will be ineligible for driving privileges. The School District is required to notify the Department of Highway Safety and Motor Vehicles of the following:
• Students ages 14-18 who accumulate fifteen (15) unexcused absences, not including out of school suspensions, in a ninety (90) calendar-day period.
• Students between the ages of 16-18 who have signed a declaration of intent to terminate school enrollment.
• Students ages 14-18 who are expelled.
• Students ages 14-18 who did not enter school and for whom the school has received no indication of transfer to another educational setting.
These students may not be issued a driver's license or learner driver's license. Also, the Department of Motor Vehicles shall suspend any previously issued driver's license or learner driver's license of any such minor pursuant to Florida Statute 322.091. In order to have a driver's license reinstated, the student must attend school regularly for thirty (30) days with no unexcused absences and pay the appropriate reinstatement fee.

Exemption from Regular School Attendance

A student of compulsory attendance age shall be required to attend school as provided by the law unless issued an exemption certificate by the Superintendent. Students who have reached age 16 must file a "Declaration of Intent to Terminate School Enrollment" if they wish to discontinue their education. Upon filing the intent, the student must allow the school to conduct an "Exit Interview" and "Exit Survey" to determine the reasons for the decision to terminate school enrollment and the actions that could be taken to prevent termination.

Teacher Conference Request

Parents/Guardians may request a virtual or phone conference with their child's teacher and give at least 24 hour notice, for the teacher to be able to adjust their schedule and plan accordingly. If there is an issue that is urgent in nature, please contact the teacher. An administrator may also be able to assist in matters that require immediate action.

ASSESSMENT AND REMEDIATION

Each student must participate in the statewide standardized program required by F.S. 1008.25. Each student who does not meet specific levels or performance or the required assessments as determined by the district school board or who scores below level 3 on the statewide standardized ELA and mathematics assessments in grade 3 through 8 or the algebra EOC assessment must be provide with additional diagnostic assessment to determine the nature of the student's difficulty, the areas of academic need and strategies for appropriate intervention and instruction as described in F.S. 1008.25 paragraph (b).

A student becomes eligible for remediation any time he/she fails to make adequate progress toward mastery of the State Standards and/or needs additional help in order to meet the

progression requirements for his/her assigned grade. A student who needs ongoing support to achieve grade level standards is referred to the Problem Solving System of Support MTSS team to determine the level of assistance needed.

All grades 9-12 students will be required to take proctored End of Course exams. The percentage that the exam counts toward a final grade shall be uniform throughout the school and shall be 30% of the final grade.

Reporting Student Progress

Statewide Standardized Assessments
The parents shall be provided with the student's results on each statewide assessment test. The student's progress toward achieving state and district expectations for proficiency in reading, writing, science, and mathematics shall be reported to the student and his/her parent or legal guardian each nine weeks via the report card. The evaluation of each student's overall progress shall be based upon the student's classroom work, observations, tests, district and state assessments, and other relevant information. FS 1008.25 (8) (a)

Progress Reports and Report Cards

The progress of each student toward achieving state and district requirements will be reported to each student and his/her parents or legal guardian each nine weeks (report cards). Progress reports will be sent every 4 ½ weeks to inform parents of a student's progress prior to the end of the nine weeks.

Transcripts Request

Current, Incoming or Transferring Students:
Records for current/incoming students or transferring students are provided by the school and may be submitted to the Records Dept. at Franklin County School, 85 School Rd, Eastpoint, FL 32328. Requests may also be sent via fax to 850-670- 2801.

Records Requests can also be made through our District Data Entry Department by contacting Joy Towns for elementary student records at jtowns@franklincountyschools.org and Sonja Buffkin for secondary (6-12) student records at sbuffkin@franklincountyschools.org.

Special Education Services

Students who receive Special Education Services will be provided support as part of the FCS Digital Innovative E-learning. It is important to understand that service times could change depending on the needs of the individual student or the type of services being provided. School staff, parents and students will work together to identify barriers and solutions while students are enrolled in the FCS Digital Innovative E-learning.

- All students who have an Individualized Education Program (IEP) will receive special education services.

- As determined by the IEP Team, virtual services **will** occur for students who qualify for the FCS Digital Innovative E-learning.
- Every effort will be made to hold all IEP meetings virtually.
- If the need arises for virtual learning, special education staff will work with students and families on needed technology skills and supports.
- Parent/Guardian notifications regarding IEPs will follow due process procedures as outlined in Procedural Safeguards.

Reading and Math Tier 2 and Tier 3 Interventions

Intensive reading interventions will be provided for students in kindergarten through grade 12 who have been identified as having a reading deficiency or who are reading below grade level as determined by the statewide, standardized English Language Arts assessment or district progress monitoring assessments. Thirty minutes three times a week of small group intensive, explicit, systematic, or multisensory reading interventions may be provided to K-5 students in Tier 2 and forty-five minutes four to five times a week for students in Tier 3. Middle school and high school students will be placed in an intensive reading course for one class period. Programs used to provide these interventions are: Cindy Cupp Phonics, Smarty Ants, Leveled Literacy Intervention (LLI), Journeys Reading Intervention, Pathblazers Reading, and Achieve 3000. Progress monitoring will continue to ensure adequate progress is being made towards reaching mastery of "on grade level" reading skills.