



CHAMPIONS VIRTUAL ACADEMY MANUAL

**2023-2024
GRADES 9-12**

**DR. WAYNE VICKERS
SUPERINTENDENT
WWW.ACSBOE.ORG**

BOARD OF EDUCATION
Mr. Adam Moseley, Board President
Mr. Derek Henderson, Vice President
Ms. Misty Johnson, Board Member
Dr. Kristalyn Lee, Board Member
Dr. John Myrick, Board Member

CURRICULUM AND INSTRUCTION

Dr. Amanda Wilbanks
Chief Academic Officer

Mr. Mark Gray
Coordinator of Elementary Education

PURPOSE

The purpose of Champions Virtual Academy (CVA) is to provide motivated, independent learners with the resources to meet their educational needs in an online environment.

Our Mission

Preparing students for their future.

Our Vision

To partner with families and the community to inspire and prepare graduates to be responsible and productive champions of their future.

Our Beliefs

These values and beliefs guide teaching, learning, and working in the Alabaster City Schools:

1. Our schools are safe, caring, learning communities engaged in continuous improvement, committed to the pursuit of excellence, and dedicated to the success of each student.
2. Our employees are qualified, dedicated, innovative, and student-centered, engaged in continued learning.
3. Our schools provide quality instructional programs, enriching extracurricular experiences, and a wide variety of opportunities for students to explore their interests, expand their dreams, and develop their talents.
4. Our schools partner with families, business, industry, post-secondary institutions, community agencies, and government to create and sustain outstanding facilities, technology, learning resources, and experiences to maximize student achievement.
5. Our schools embrace diversity, promote respectful relationships, and have high expectations and performance standards for all students and adults.
6. Our schools value integrity, open communication, shared responsibility, innovation, and accountability.

Statement of Non-Discrimination

The Alabaster City Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability or age in any of its programs and activities and provides equal access to the Boy Scouts and other designated your groups. The following persons have been designated to handle inquiries regarding nondiscrimination policies.

Dr. Dorann Tanner; *Chief Student Services Officer Title VI & Title IX - student concerns* dorann.tanner@acsboe.org

Dr. Amanda Wilbanks, Chief Academic Officer & Career and Technical Education Director, Title II,
amanda.wilbanks@acsboe.org

Dr. Latanza M. Harrison; *Chief Human Resources Officer (Title IX)*
latanza.harrison@acsboe.org

Ms. Lisa Radcliff; *Exceptional Education & Federal Programs (Section 504)* lisa.radcliff@acsboe.org

TABLE OF CONTENTS

OPERATIONAL PROCEDURES	5
ELIGIBILITY CRITERIA FOR INITIAL AND CONTINUED PARTICIPATION	6
ATTENDANCE	7
BEHAVIOR EXPECTATIONS	8
CURRICULUM AND INSTRUCTION	8
COUNSELING AND GUIDANCE	11
CHAMPIONS VIRTUAL ACADEMY: 2021-2022 VIRTUAL PATHWAYS	11
HIGH SCHOOL ELECTIVES	12
EXPECTATIONS	13
FAQS	14
CONTACTS	17

OPERATIONAL PROCEDURES

Families who want their student(s) to attend CVA must complete the online application. One application must be completed for each student applying. Applications are only accepted during open enrollment time frames during the spring and fall semesters. Contact the principal outside of open enrollment.

No seniors will be accepted for initial participation in the second semester of their senior year. Rising seniors must have a College and Career Ready Indicator (CCRI) or articulate a plan for receiving one prior to graduation. CCRI's include earning an industry credential, a qualifying score on an AP exam, a qualifying score on an international Baccalaureate Exam, a benchmark score on any section of the ACT, passing the WorkKeys exam, completing an in-school youth apprenticeship, attaining career and technical education status an approved transcribed college or postsecondary credit while in high school, and enlistment in the military. Any additional college and career readiness indicators approved by the State Board of Education. Seniors must also have a plan for post-graduation success including education, gainful employment, or military enlistment.

Transfer students to Alabaster City Schools (ACS) will be required to complete one semester of traditional school and meet all eligibility requirements prior to applying for CVA.

An exception to open enrollment may be granted to a student who has a chronic illness that prevents him/her from attending traditional school. Students with a chronic illness seeking admittance must complete the application process and provide the following to the school principal: health plan from current school, doctor's letter of the request to attend virtual school due to chronic illness, and parent letter explaining the request.

Champions Virtual Academy Committee will review all applications and contact the family concerning their student's enrollment status in CVA. The committee consists of district and school level personnel.

CVA is a semester-long commitment. Students may not transfer back to traditional school until the end of the semester. Exceptions may apply for those students who no longer meet eligibility requirements. Upon the student's return to school, no guarantees are made that the student will be enrolled in the same courses and the student may be required to complete some coursework in a computer lab.

ELIGIBILITY CRITERIA FOR INITIAL AND CONTINUED PARTICIPATION

For acceptance into CVA, the student must meet the following eligibility requirements:

General Eligibility Requirements

- Reside in the city limits of Alabaster, Alabama.
- Be highly responsible in time management, organization, self-direction, and self-regulation.
- Maintain consistent, daily access to the Internet (minimum 1.5Mbps).
- Have access to a compatible computer/device, either a personally owned computer or Warrior Device Initiative Chromebook. Please note that ACS cannot support Personal devices.
- Be a rising 9th through 12th grade student.
- Have consistent transportation to and from the high school for mandatory state testing and other required attendance events.
- Have no expulsions or suspensions and no Class II or higher disciplinary infractions as defined by the ACS Code of Conduct and Attendance Middle & High Schools from the previous academic year (or semester if applying at mid-year).
- Have no more than 3 full day unexcused absences from the previous academic year (or semester if applying at mid-year). CVA students enrolling for another year in CVA must not have had any meetings/warnings regarding attendance concerns in the prior academic year.

Academic Eligibility Requirements

For the previous academic year (or semester if applying at mid-year):

- Have an average of 75 or greater in every class (Rising 9)
- Have a GPA of 2.5 or greater (Rising 10-12)
- Have no credit deficiencies in required courses (Rising 10-12)
- Be on track to graduate with their cohort (Rising 9-12)
- Earn a College and Career Ready Indicator prior to graduation (Rising 10-12)
- Have a plan for post-graduation success including further education, gainful employment, and/or military enlistment (Rising 11-12)

Continued Participation Requirements

Eligibility for CVA enrollment is evaluated throughout the semester. To remain eligible for continuing enrollment, the student must:

- Remain in the city limits of Alabaster, Alabama. If the student resides out of the zoned area for Alabaster City Schools for more than two weeks, he/she must withdraw from Alabaster City Schools.
- Remain on track to graduate with the Alabama High School Diploma.

- Maintain appropriate progression as measured by the completion of weekly assignments, quizzes, and tests.
- Receive passing scores for all courses. Students who fail one or more classes (core or elective) per semester will be removed from CVA and sent back to traditional school. Failure is 59.4% or lower.
- Complete all online courses. Students must actually complete the Edgenuity course. Reaching the minimum “actual grade” in Edgenuity is not considered a passing grade or passing the course.
- Maintain all eligibility criteria.
- Remain in good standing as a CVA student by adhering to CVA policies and procedures, Edgenuity course guidelines, guidelines of any additional learning platforms used, Alabaster City Schools Code of Conduct and Attendance, and Alabaster City Schools High School Curriculum Guides.
- Please note, if a student does not remain in good standing (grades, behavior, and/or attendance), school administration reserves the right to require students to return to their assigned school either prior to the end of the semester or at the close of the semester.

ATTENDANCE

CVA students must login to online courses daily (Monday-Friday) with a minimum of 4 hours active use per day. Edgenuity monitors the amount of time a student spends actively working on assignments. Students who have not logged onto their classes and actively worked on assignments after 48 hours and/or who are failing a class (59.4% or below) will be contacted by a CVA teacher and/or administrator. A meeting will be held with the parent/guardian, student, teacher, and administrator to assess the situation. The administrator will make the decision to allow the student to remain in CVA with academic support or move him/her to traditional learning.

Some CVA students may work in an online platform in addition to Edgenuity (e.g., ACCESS, dual enrollment). To prevent an inactivity warning, students should provide proof to their CVA teacher that they met the daily minimum required active hours in another platform.

CVA students may be required to attend regular Google Meets with their teachers, counselors, and/or administrators. The dates and times will be set by teachers, counselors, and/or administrators. Missing a scheduled Google Meet, without written prior approval or an excused absence, will be considered a daily absence.

CVA students are required to abide by the attendance policy in the Alabaster City Schools Code of Conduct and Attendance. In the event of an absence, students are to

provide a written excuse to the CVA administrator within three (3) days of a recorded absence. In the case of Truancy (3 total days of unexcused absences), the student will be removed from CVA and returned to traditional learning.

BEHAVIOR EXPECTATIONS

CVA students are expected to abide by the behavior expectations set forth by the Alabaster City Schools Code of Conduct and Attendance for Middle and High Schools. Students with disciplinary infractions that are Class II or higher and/or result in suspension or expulsion will be removed from CVA and returned to their assigned school.

CURRICULUM AND INSTRUCTION

CVA coursework is primarily through Edgenuity. Some courses may be locally developed and accessed through ACS' learning management platform. Dual enrollment and ACCESS may also be utilized for specific courses.

Limited Coursework Options

Course options are limited as compared to those offered in the traditional school, but will provide pathways to the Alabama High School Diploma and ACS advanced endorsements. Students must meet with their grade level counselors to ensure their goals are met.

Teachers & Support

Edgenuity will be used as the learning platform (unless otherwise specified). Students will be required to meet with their teachers and/or facilitators via Google Meet during specified times. Teachers/facilitators will set the Google Meet dates/times and communicate them to students. Teachers/facilitators will monitor student progress and attendance, clarify instructional content, grade written work, and conference with students. Edgenuity tutors will also be available seven days a week to support students in core classes via the online Concept Coaching tool.

Grades & Testing

CVA students will be graded on the same scale as traditional students and as stipulated in the ACS High School Curriculum Guides. All students will report to the high school for mandatory state testing and other required attendance events. CVA students will follow the ACS academic calendar for report cards, holidays, state testing, and other important dates.

Pacing & Deadlines

To maintain adequate progress, students are expected to work five to seven productive hours a day on the learning platform(s). A minimum four active hours per day is required for daily attendance, but more hours are required to maintain pacing. Students should remember that CVA teachers and staff are only available during normal school hours, unless a time for support outside of school hours has been previously arranged.

If a CVA student's course(s) is on a platform other than Edgenuity, different pacing and deadlines may apply and the student is expected to comply with the teacher/platform's rules. All CVA students will follow the ACS academic calendar. Students and parents should note that Edgenuity does not recognize all ACS holidays and will mark students as not progressing on holidays in which they do not work. If the student is already behind in a class(es), it is recommended they use their time wisely to maintain pacing.

College and Career Readiness Indicator

It is an expectation that all ACS high school students, including CVA students, will earn at least one College and Career Ready Indicator (CCRI). The CCRI indicators include the following:

- Earn a benchmark score in any subject area on the ACT® College Entrance Exam.
- Earn a qualifying score of three or higher on an Advanced Placement® Exam.
- Earn a qualifying score of four or higher on an International Baccalaureate® Exam.
- Earn college credit while in high school.
- Earn a silver or gold level on the ACT® WorkKeys® Exam.
- Complete an in-school youth apprenticeship program.
- Earn a career technical industry credential listed on the compendium of valuable credentials of the Alabama Committee on Credentialing and Career Pathways.
- Military enlistment.
- Attain Career and Technical Education (CTE) completer status.
- Any additional College and Career Readiness (CCR) indicator approved by the Alabama State Board of Education.

If a student has not earned a CCRI, the student and parent/guardian will be notified by a high school administrator or counselor. CVA students who are enrolled in a career and technical course may be required to sit for the industry credential exam at Thompson High School (THS). CVA students will be required to take the ACT, WorkKeys, AP exams, and other attendance required exams at THS.

Post-Graduation Plans

It is an expectation that all ACS high school students, including CVA students, will graduate from THS with a plan for further education, gainful employment, and/or military enlistment. An administrator or career coach will communicate with every senior concerning their post-graduation plan and offer support to those students who need assistance.

Dual Enrollment (Virtual)

Any student interested in taking a virtual dual enrollment course should contact the Thompson High School college counselor. Virtual dual enrollment options are available through Jefferson State Community College, the University of Alabama's Early College, Lawson State Community College, and University of South Alabama.

NCAA Eligibility

Students seeking NCAA eligibility should conference with the Thompson High School college counselor.

Individualized Learning Plans & Support Services

Students on individualized learning plans or receiving other support services will receive support and accommodations as stipulated in the student's plan.

Extracurricular Activities & Athletics

Eligible CVA students have the option to participate in extracurricular activities and athletics. Contact the assigned grade level counselor for specific information.

Academic Integrity

Alabaster City Virtual School students must maintain academic integrity including, but not limited to, the following:

- All work must reflect the student's efforts and not be completed by another individual.
- Any collaboration among students must be pre-approved by the teacher.
- Plagiarism will not be allowed in any form. This will include copying or using the ideas or words of others and presenting them as one's own.
- Students will not allow others to copy their work.
- Content from the internet or other sources will not be misused or misrepresented.
- If a student fails to abide by these rules, he/she will be subject to consequences as outlined by the Code of Conduct and potential removal from CVA.

COUNSELING AND GUIDANCE

The expectation for all ACS students is to have a clear plan for post-graduation success. CVA students are expected to interact with their grade level counselors, college counselor, and career coach to ensure their academic and personal needs are met. Students are expected to attend scheduled face-to-face meetings and/or Google Meets with their counselor for academic advice, college/career planning, and general check-ins.

CHAMPIONS VIRTUAL ACADEMY: 2023-2024 VIRTUAL PATHWAYS

Courses are subject to change

Grade Level	ELA	Math	Science	Social Studies
9	English 9 English 9 Honors	Geometry with Data Analysis Geometry with Data Analysis Honors Geometry with Data Analysis and Algebra I with Probability (to advance to higher level math courses) Geometry with Data Analysis and Algebra I with Probability Honors (to advance to higher level math courses)	Biology Biology Honors	World History AP World History
10	English 10 English 10 Honors	Algebra I with Probability Algebra I with Probability Honors (for students who did not take Accelerated Math 7 and 8) Algebra II with Statistics Algebra II with Statistics Honors (for students who took Accelerated Math 7 and 8)	Physical Science Chemistry Chemistry Honors	U.S. History I
11	English 11 English 11 Honors AP Language & Composition Dual Enrollment English	Algebra II with Statistics Algebra II with Statistics Honors Precalculus Precalculus Honors Dual Enrollment Precalculus	Chemistry Chemistry Honors Earth & Space Environmental Science Physics Physics Honors AP Environmental Science Dual Enrollment Biology	U.S. History II AP U.S. History Dual Enrollment U.S. History

12	English 12 English 12 Honors AP Literature & Composition Dual Enrollment English	Precalculus Precalculus Honors Dual Enrollment Precalculus AP Calculus Dual Enrollment Calculus Algebra with Finance	Chemistry Chemistry Honors Earth & Space Environmental Science Physics Physics Honors AP Environmental Science Dual Enrollment Biology	U.S. Government AP U.S. Government Economics *All semester long courses
----	---	---	--	--

HIGH SCHOOL ELECTIVES

Elective Courses are subject to change according to their availability. Counselors will ensure students take the required number of electives to meet graduation requirements.

Required Electives (must have all of the following):

- Beginning Kinesiology
- Health (semester)
- Career Preparedness A&B

CTE and/or Foreign Language and/or Arts Education:

- Must earn 3 credits
- Students are encouraged to complete two courses in sequence
- Counselors will make every effort to match students' electives with their interests

Electives:

- Must earn 2.5 additional credits
- Choices may include:
 - Additional CTE, Foreign Language, and/or Arts Education courses
 - Dual enrollment courses
 - 5th math and science course as an elective
 - Academy of Craft (application and interview required each Spring; see Career Coach for details)
 - Any other elective course that is offered virtually
- Counselors will make every effort to match students' electives with their interests

EXPECTATIONS

Parent Expectations:

- Act as the student's home-based educational coach.
- Ensure the student has appropriate technology and internet service to successfully participate in CVA.
- Understand that ACS cannot support personal devices.
- Become familiar with the learning management platform(s) to support the student academically and monitor progress.
- Check the student's progress at least once a week.
- Communicate with the teacher if the student is experiencing any issues.
- Attend the CVA parent orientation meeting and all other meetings as required by the district or school.
- Provide transportation for the student to and from state mandated testing and other required attendance events.
- Ensure the student has a quiet area free from distractions in which to complete assignments.
- Establish a daily routine and schedule. Online work allows for some flexibility, but students will complete work more efficiently and successfully if they have a schedule.

Student Expectations

- Develop the mindset that learning is still occurring five days a week. Teachers, counselors, and administrators are available to assist you during regular school hours. If you need assistance outside of regular school hours, pre-arrange a meeting with your teacher or counselor.
- Log onto classes daily and actively work on assignments for five to seven hours each day. Adequate progress will only be made with a time commitment that is similar to traditional school.
- Complete assignments daily in order to stay on pace.
- Maintain a daily routine and schedule. Online work allows for some flexibility, but the challenges of virtual learning means multiple hours of work are necessary each day in order to not fall behind.
- Attend all Google Meets as assigned by the teachers or counselor. Missing scheduled Google Meets counts as a daily absence unless you have prior written approval from your teacher or receive an excused absence.
- Find a quiet area for work that is away from distractions.
- Advocate for yourself by asking for help when you encounter difficulties with technology, academics, or other issues.

- Have school supplies available to keep notes for each of your classes. You should have paper, pens, pencils, highlighters, a calculator, and other supplies you would regularly use in traditional school.
- Read and respond to emails, texts, and other communication from teachers, counselors, and administrators.
- Remember if you are taking a class in another platform other than Edgenuity, your teacher may have different pacing and deadlines. You must follow the rules set by your teacher(s) including test dates, certain times to submit assignments, and other requirements.

FAQS

How do I enroll my student in CVA?

Families wanting their student(s) to attend CVA must contact the high school principal first. Complete the application. Applications are only accepted during open enrollment time frames during the spring and fall semesters. See additional information in the Application Process section of the manual.

Can transfer students apply to CVA?

Transfer students to Alabaster City Schools (ACS) will be required to complete one semester of traditional school and meet all eligibility requirements prior to applying for CVA.

If virtual school enrollment has closed, what can I do?

Your student may attend traditional school until the next open enrollment. Certain exceptions may be allowed for students with severe chronic illnesses.

How can I transfer my student back to traditional school?

Transfer to traditional school will only occur at the end of first semester and the end of second semester. Notify your student's school principal of your intentions. The school will direct you toward next steps in the process.

Do CVA students attend classes?

No, CVA students do not attend face to face classes, but they are required to attend state mandated testing and other attendance required events. Students are required to log in and work a minimum of four hours each regular school day (Monday through Friday) of the ACS academic calendar. Please note, a minimum four active hours per day is required for daily attendance, but five to seven active hours each day are required to maintain pacing.

Do CVA students have to come into the traditional school?

Yes, students are required to attend state mandated testing and other attendance required events.

Where is CVA located?

At present, CVA locations are ACS Central Office and Thompson High School.

Who can attend CVA?

Students must meet all of the eligibility requirements listed in the CVA manual.

Do I need to withdraw my student from their assigned school in order to enroll in CVA?

No, CVA is an extension of Thompson High School.

How much does virtual school cost?

There is no cost to attend CVA. Students may have some associated costs for classes such as required reading materials.

What curriculum does CVA use?

CVA course work is primarily through Edgenuity. Some courses may be locally developed and accessed through the ACS learning management platform. Virtual dual enrollment and ACCESS may also be utilized for specific courses.

How do I make sure my student has the correct classes on his/her schedule?

A high school counselor will schedule your student in the correct classes. Class choices are limited in virtual school, but counselors will do their best to align the classes with your student's choice.

What does on track to graduate mean?

See the Alabaster City Schools High School Curriculum Guide for complete graduation requirements. If you have questions about your student's track toward graduation, contact his/her grade level counselor.

What type of diploma does CVA offer?

Course options are limited as compared to those offered in the traditional school, but will provide pathways to the Alabama High School Diploma and ACS advanced endorsements.

Is transportation provided when students are required to be on campus?

No, parents/guardians are responsible for providing transportation to and from attendance required events.

Does CVA follow the Alabaster City Schools academic calendar?

Yes, CVA operates in accordance with Alabaster City Schools' academic calendar. Students and parents should note that Edgenuity does not recognize all ACS holidays and will mark students as not progressing on holidays in which they do not work.

Are CVA students permitted to graduate early?

Students' pacing will reflect that of a traditional classroom. See the student's assigned grade level counselor if there are questions concerning graduation.

May CVA students participate in extracurricular and/or athletic activities?

Eligible CVA students have the option to participate in extracurricular and athletic activities. Student athletes must meet all academic and attendance requirements.

Does CVA offer a summer program?

No. Students may participate in summer school or summer enrichment programs, but they must do so at the traditional school.

My child has an IEP, I-ELP, 504, or WST plan. Will he/she be able to receive services that were recommended in their individualized plan?

Yes, the team members for your child's individualized plan will meet to determine what services and accommodations are needed to provide successful participation in the CVA platform.

My child receives speech, OT, PT, or other related services. Will he/she still be able to access these services as a virtual student?

Yes, these services will be provided according to the student's individualized plan using a virtual method or drop-in services to their designated school.

How do I obtain an ACS Chromebook for my child?

Contact Thompson High School at (205) 685-6700

CONTACTS

If you have questions concerning CVA and your student, please contact one of the following individuals:

- Dr. Ratonya Mosley, 9th grade counselor, ratonya.mosley@acsboe.org
- Laura Snowden, 10th grade counselor, laura.snowden@acsboe.org
- Danleigh Jenkins, 11th grade counselor, danleigh.jenkins@acsboe.org
- Heather Myles, 12th grade counselor, heather.myles@acsboe.org
- Pam Vickers, College Counselor, pam.vickers@acsboe.org
- Tony Huntley, Career Coach, anthony.huntley@acsboe.org
- Michael Lee, Principal, Thompson High School, michael.lee@acsboe.org
- Dr. Amanda Wilbanks, Chief Academic Officer, amanda.wilbanks@acsboe.org