

**Unity School District**  
**Administrative Rule 343.51**  
**Virtual School Classes**  
**11/13/2018**

1. Unity School District offers virtual (online) courses through the Wisconsin Virtual School (WVS).
2. Other virtual school vendors may be considered and approved by the District Administrator.
3. Parents and students will be made aware of this administrative rule and its implementation in the student handbook, course description catalog, and/or school website.
4. Priority is given to parents and students who request a virtual class in writing by ~~March 1 for the fall semester and October 1 for the spring semester preceding the enrollment year~~ **two weeks prior to each trimester.** The principal may adjust this timeline as is necessary to comply with school course registration deadline. The written request must include the student's name, address, date of birth, telephone number, grade level in school, name of parent/guardian, and title(s) of the WVS course(s) in which the student requests to enroll. A school district form may also be provided.
5. Virtual school courses may be offered at the high school, if the course is not offered as part of the regular curricular offerings. **In some instances, with prior approval, a similar course may be offered if a nontraditional setting is beneficial to the student.**
6. The high school principal shall assign a Local Educational Guide (LEG) to monitor the progress of the student in the course.
7. Enrollment for freshman is limited in the program, to encourage courses in the high school setting.
8. Virtual courses are available to a student that meets the following criteria:
  - a. The student has a high school cumulative GPA of at least 3.25.
  - b. The student has not received discipline that limits their access to a school issued iPad.
  - c. The course is limited to the offerings available at the Wisconsin Virtual School.
  - d. The student does not already have a full course load for the semester.
  - e. **The criteria may be set aside if the arrangement is determined to be on the best interest of the student by the parent and the principal.**
9. Permission to enroll in an online, virtual course has been granted by the ~~high school principal.~~ The principal may also deny the request to enroll in an online, virtual course.
10. Students may be assigned to the library or another classroom if they have a vacancy in their schedule for the online class.
11. A student who is fully enrolled online, with no traditional classes in their schedule, shall meet periodically with the LEG even if not present on campus physically. Such arrangements shall be made by the principal or school counselor.
12. A failing grade in an online, virtual course may exclude the student from any future online, virtual courses. After a failing grade, a student may only be allowed to register in another online, virtual course with the agreement of the principal and the parent/guardian. The student may not retake the same online, virtual course in which the failing grade was earned.
13. Virtual school courses may be offered at the middle school, if approved by the middle school principal on a case-by-case basis. ~~Virtual school courses at the middle school are offered specifically and only as a component of an IEP or accelerated learning plan.~~ The course may be offered as part of the student's personalized learning approach for enrichment, remediation, or other unique factors.