



DEEPER LEARNING

VIRTUAL ACADEMY

Family Handbook

Devone Smith, PhD
Principal, DLVA
smithd2@wawmsd.org

Board approved on 02.13.25

Principal's Welcome

Welcome Students, Parents, and Guardians,

We are thrilled to welcome you to Deeper Learning Virtual Academy for the 24-25 school year! Our commitment to high-quality education and experienced teaching staff ensures that every student can achieve academic excellence. As your principal, I am excited to embark on another year of learning and growth with all of our students.

First and foremost, I would like to extend a heartfelt welcome to our new students and their families. We are delighted to have you join our community. At Deeper Learning Virtual Academy, we pride ourselves on fostering an inclusive and supportive environment where each student can thrive academically, socially, and emotionally. Our dedicated staff members are committed to providing a high-quality education, personalized attention, and a wide range of opportunities to help all students reach their full potential.

Strong family-school partnerships are vital to the success of our students. I encourage you to stay actively involved in your child's education by attending information sessions, maintaining open lines of communication with your child's teachers and our staff, and reaching out to me (**smithd2@wawmsd.org**) whenever needed. Together, we can create a powerful educational experience that prepares our students for a bright future.

This handbook contains essential information about how our school operates. **This handbook is supplemental to the WAWM student handbook.** Additionally, you will find details about the opportunities available to our students, along with specific policies and procedures we follow.

I am confident that the new school year will bring exciting possibilities for growth and success for all our students. Thank you for your support. We look forward to working together this school year!

Best regards,

Dr. Devone Smith
Principal, Deeper Learning Virtual Academy

School Forms and Documents

Forms

[Student In District Transfer Request Form](#)
[Student District Withdrawal Request Form](#)
[Technology Agreement Form](#)
[Learning Coach Form](#)
[Participation Agreement Form](#)
[Transcript Request Form](#)
[Question or Comment Form](#)
[End of Semester Extension Request Form](#)

Documents

[DLVA Pacing Guide](#)
[EDGE Live Tutor Instructions](#)
[EDGE Pacing Information](#)
[Contesting a Transfer](#)
[High School Credit Tracker](#)
[High School Course Catalog](#)

Contact Information

Office Location and Hours

DLVA's office is located on the Madison Elementary Campus at 1117 S 104th St, West Allis, WI 53214.

In-person meetings with staff are by appointment only. Please email the person you wish to meet prior to your visit.

Secretary Contact

Phone: 414-604-4291

Email Addresses

Shinae Castine: castines@wawmsd.org

Diana Dahm (Guidance Counselor): dahmd@wawmsd.org

Julie Guenther (HS Math): guentherj@wawmsd.org

Kristin Jacobson: jacobsonk@wawmsd.org

Kaixiang Lu (HS Math): luk@wawmsd.org

Sara Skiba: skibas@wawmsd.org

Matthew Schneider: schneiderm@wawmsd.org

Devone Smith: smithd2@wawmsd.org

Melisa Sykora: sykoram@wawmsd.org

Kim Miller (Secretary): millerk1@wawmsd.org

























Other Questions

Don't hesitate to contact your homeroom teacher, the school secretary at millerk1@wawmsd.org, Dr. Smith at smithd2@wawmsd.org, or [use this family question form](#).

Technology Help

Contact the Student Help Desk (techhelp@wawmsd.org) for any issue related to your device not working properly, including issues with wifi access, microphone, camera, or apps installed on the hard drive. When you notify the help desk about an issue, make sure that you remain in touch with the help desk as they try to help you troubleshoot the issue. Sending a single email and then not responding to follow-ups on it is not sufficient to solve a problem.

Academic Calendar

	Sept. 2 - Labor Day		Jan. 20 - MLK Holiday
	Sept. 3 - First Day of School		Jan. 27 - Teacher Record Keeping Day
	Sept. 23 - Professional Development Day		Feb. 17 & 18 - Professional Development Days
	Oct. 11 - Professional Planning Day (Elementary Only)		March 7 - Professional Planning Day (Elementary Only)
	Nov. 1 - Fall Break Day		March 24-March 31 - Spring Break
	Nov. 4 & 5 - Professional Development Days		April 1 - Professional Development Day
	Nov. 27-29 - Thanksgiving Break		April 18-21 - Good Friday & Day After Easter
	Dec. 13 - Professional Planning Day (Elementary Only)		May 26 - Memorial Day
	Dec. 23-Jan. 1 Winter Break		June 12 - Last Day for Students
	Jan. 2 - Classes Resume		June 14 - High School Graduation
	1st Quarter Ends - Nov. 7 (44 Days)		2nd Quarter Ends - Jan. 24 (44 Days)
	3rd Quarter Ends - April 9 (43 Days)		4th Quarter Ends - June 12 (43 Days)

Dates for DLVA in-person activities TBA.

Assessment Calendar

Virtual school students are required to participate in all Wisconsin state assessments.

Forward Testing

Students will arrive at the Madison Elementary Campus at 1117 S 104th St, West Allis, WI 53214. no later than 7:30 for Forward Testing.

Tuesday, March 18

Tuesday, April 8

Thursday, March 20

Thursday, April 10

Pre-ACT/ACT

Students will arrive at Madison Elementary Campus at 1117 S 104th St, West Allis, WI 53214. no later than 7:30 for Pre-ACT and ACT Testing. Specific dates will be announced later in the school year.

Calling in Absences

If your student cannot participate in coursework during a school day, please get in touch with the building secretary to notify DLVA of the reason.

Building phone: 414-604-4291

Please email any notes from medical appointments directly to Mrs. Miller (millerk1@wawmsd.org).

What is Virtual (Online) Learning

All instruction and communication is over the Internet, through phone calls, or by email. Students do not have to meet at a physical campus except for state testing and to exchange materials.

Teachers use video conferencing and digital resources to facilitate teaching and learning.

With the support of a parent, students can access school from anywhere and anytime with an internet connection by following pacing guides to ensure they meet yearly state promotion standards.

The staff and the DLVA curriculum can meet the needs of diverse learners while providing flexibility.

An internet connection is required.

What are the Benefits of Virtual Learning

Online learning provides a flexible, accessible, and often cost-effective way for students to pursue their educational goals while accommodating their individual needs and circumstances.

Flexibility: Online learning offers flexibility in terms of scheduling. Students can access course materials and complete assignments at times that fit their schedules, making it easier to balance education with work, travel, medical treatment, family, or other commitments.

Accessibility: It allows access to education from anywhere with an internet connection, eliminating geographical barriers. This accessibility is particularly beneficial for students in remote areas or those unable to attend traditional classes due to medical or physical constraints.

Variety of Courses: Online platforms often offer a wide range of courses and programs, allowing students to explore diverse subjects and specialties that may not be available locally.

Self-Paced Learning: Many online courses are designed for self-paced learning, which gives students more control over their study pace and allows them to review materials as needed. However, students are required to begin the course when the semester begins and pace themselves to finish by the end of the semester.

Technology Integration: Students develop digital literacy skills and familiarity with technology tools through their schooling, which are increasingly valuable in today's digital age and workforce.

Edgenuity

Edgenuity is an educational technology company that provides online curriculum and instructional services for students in grades K-12. The platform is used by Deeper Learning Virtual Academy to offer blended learning, credit recovery, and asynchronous courses. Here are some key features and aspects of Edgenuity:

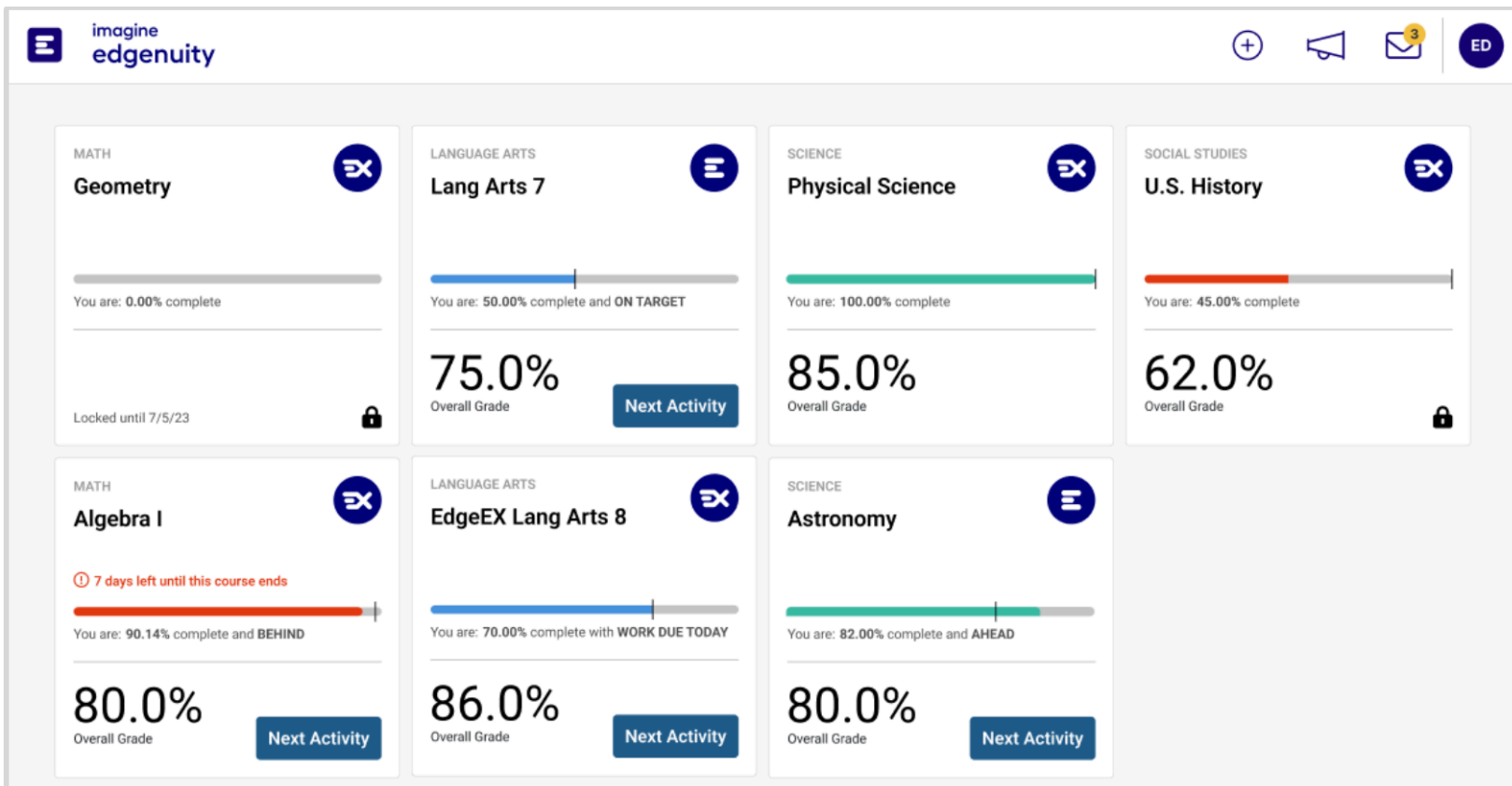
- **Comprehensive Curriculum:** Edgenuity offers a wide range of courses across various subjects, including core subjects like math, science, English, and social studies, as well as electives, advanced placement (AP) courses, and career and technical education (CTE) courses.
- **Personalized Learning:** The platform allows students to progress at their own pace.
- **Interactive Content:** Edgenuity's courses feature engaging multimedia content, including videos, animations, and interactive simulations, to enhance the learning experience and keep students motivated.
- **Assessment and Analytics:** The platform includes formative and summative assessments to track student progress. Families and students can access their dashboard and course progress from anywhere at anytime.
- **Accreditation and Standards Alignment:** Edgenuity's courses are designed to meet state and national standards, ensuring that the content is rigorous and aligns with educational requirements.



Edgenuity Dashboard

The Edgenuity dashboard is a valuable tool for students and families to monitor coursework completion and ensure it is on track to be finished by the end of the semester. You can see how to activate the [EDGE Family Portal here](#). Please review your student's dashboard daily. Here's a quick guide to understanding the dashboard indicators:

- **Green:** Indicates that the student is ahead of pace.
- **Blue:** Indicates that the student is on pace.
- **Red:** Indicates that the student is behind pace.



■ Ahead ■ On Track ■ Behind

Virtual Learning Time Commitment

To stay on track with your courses, it's recommended to work on each of your courses for 1 hour per day. For example, if you are taking 7 courses, you should plan to spend 7 hours per day working online. This time is specifically for online activities and does not include time spent working on projects or other work offline.

Using Tools Effectively

- **Assignment Calendar:** The Assignment Calendar is your best tool for staying on track. Regularly check it to ensure you're meeting all deadlines and keeping up with your coursework.
- **Activity Schedule:** Another effective tool is the Activity Schedule. This schedule helps you complete your course on time and can be used instead of the 1-hour-per-day method. Following the Activity Schedule should also take you about 1 hour per day per course.

Alternative Method for Staying on Track

If you prefer a different approach or if you find yourself falling behind, consider the following method:

- **Calculate Daily Activities:** At the start of your course, determine the total number of activities and divide them by the number of days available to complete the course. This will give you the number of activities to complete each day.
- **Adjust if Needed:** If you've already started the course or fallen behind, calculate the remaining activities and the remaining days to develop a plan for catching up. This method ensures you have a clear daily goal to help you stay or get back on track.

By using these strategies and tools, you can effectively manage your time and stay on track with your coursework, ensuring a successful and productive academic experience.

School Schedules Key

LIVE - Homeroom and Live sessions are **required** for **all students** to join.

GROUPS (Intervention and Support) - Mandatory sessions made by the teacher and **assigned** to **some students** out of necessity.

OFFICE HOURS - All teachers will be available with no appointment necessary. **A student may be assigned to office hours.**

INDEPENDENT WORK TIME - Students work **asynchronously** on EDGE assignments. This means you can work on your own schedule but are required to average at least one hour per class per day.

EDGENUITY - Online curriculum that is used both synchronously and asynchronously. When the schedule says asynchronous time, this is the time students should be dedicating to their Edgenuity.

TUTORING SUPPORT - Live support with core courses is available to the students via Edgenuity 7 days a week.

Technology and Acceptable Computer Use

Educational Technology: Getting What You Need

DLVA is a virtual school, which provides electronic resources for students to use. We expect students to use those resources appropriately for their education.

Teacher work hours are from 7:30 AM to 3:30 PM, Monday through Friday, following the WAWMSD academic calendar, which can be found at [this link](#). While students can access Edgenuity anytime and anywhere, teachers are only available during their designated work hours. Completing school work during teacher hours is highly recommended because teachers can answer questions and provide guidance. After students have at least three weeks of staying on target in their courses, families can consider using the flexibility offered through asynchronous learning by changing their schedule to school any time and anywhere. However, Live sessions and group activities will occur during regular teacher work hours only. Students who are behind will be required to attend Live sessions and group activities during regular school hours.

- 1.) Students need their school-issued devices and digital resources in order to participate in school.**
- 2.) It is your responsibility to ensure that you coordinate with the school to get those devices and return them in good condition.**

Educational Technology: Appropriate Use

Just as in a brick-and-mortar school, there are certain things we expect students to do with their technology. Please note the following expectations, which concern student safety and behavior.

- 1.) Nothing done on a school-issued device is private. The district monitors all technology usage, including the installation of apps and messages sent to others. If a student writes something to another person, showing that a student may be at risk, and if that is flagged by our system, the school will be notified automatically, and parents/guardians can expect a call from the principal.**
- 2.) You will be charged if damage is done to school equipment that requires repair/replacement or if you don't return it. Do not eat or drink near your device, and ensure that you take precautions not to damage it. Regardless of whether the damage is accidental or intentional, it is the responsibility of each family to protect school-issued equipment from damage or cover the cost of repair/replacement.**

- 3.) Charge the devices before use. Not logging into meetings or Edgenuity because a student forgot to charge their device is not a legitimate excuse for tardiness, missing a synchronous session, or failing to meet weekly progress expectations.**
- 4.) The district attempts to block harmful or potentially harmful content on the Internet, but no system is foolproof. Each student is ultimately responsible for not misusing school technology to access inappropriate content.**
- 5.) Three violations of the technology agreement could result in the device being locked and it will remain locked until a family conference and behavior agreement. A violation may be an alert sent to the principal about detected misuse (gaggle) or a violation of the WAWM student handbook (inappropriate behaviors on camera or at an in person event).**
- 6.) One high alert violation may result in the device being locked immediately and it will remain locked until a family conference and a behavior agreement.**
- 7) If a device is locked due to misuse, the student is responsible for using a personal device to complete coursework.**

Returning Materials

Every item that you borrow from DLVA must be returned. Even if a device stops working properly (such as a charger), you must return it before you may borrow a new one.

When you end your enrollment with DLVA (due to graduation, transfer, etc.), it is your responsibility to return every item you have checked out to our school in a timely manner.

Returning equipment during a semester

It is a routine matter for students to transfer from one school to another during the school year. When this is necessary, you must reach out to the building secretary to coordinate returning your borrowed materials to DLVA. Any school-issued equipment is due back within 10 days of the effective withdrawal date to the DLVA office in the Madison Building located at 1117 S. 104th St.

Your homeroom teacher can help with this. Returns may be made by appointment with the school secretary during between 8:30-1:30.

DLVA Secretary Number: 414-604-4291

Student Commitment

Students must commit to begin courses immediately, gain on-target status within the first 15 days of enrollment, and remain on target to complete the course by the end of the semester. Students will be enrolled in at least 7 courses for grades 9-12. The last day to drop a class in semester one is the quarter one progress reports. The last day to drop a class in semester two is the quarter three progress report. **High school students are required to earn 24 credits and graduate within 4 years of entering 9th grade.** High school students who are not on target for graduating high school in 4 years will be required to take additional courses during holidays and summer.

Seniors on target to graduate within 4 years of entering high school may qualify for a reduced number of courses.

Learning Coach Commitment

What does a Learning Coach do?

- Makes sure the family/student contact information is correct
- Ensure that student completes assigned course work and remains on target in Edgenuity.
- Edgenuity progress reports are sent weekly so that Learning Coaches are aware of their students' status
- Provide a quiet, non-distracting place for students to work
- Contact the main office for attendance issues: 414-604-4291

Enrollment Process

Application Submission and Acceptance Notification

Parents/Guardians interested in enrolling their students in virtual courses at Deeper Learning Virtual Academy must complete and submit the DLVA application [available on our school website](#).

Upon approval by the WAWM School District, students who are accepted for enrollment will receive an official notification from DLVA. Once DLVA has officially offered a seat to the student, the parent/guardian must accept that seat on their student's behalf within 10 business days.

Enrollment Types: Enrollment windows are open during the fall and winter. Eligibility depends upon your status.

- **Re-enrolling Students:** These are students who move into or live in the district who have previously attended a school outside the WAWM School District. Enrollment must be completed through the West Allis-West Milwaukee enrollment center.
- **Open Enrollment:** These are students from other districts who wish to enroll in our virtual academy. Enrollment must be completed through the West Allis-West Milwaukee enrollment center.
- **Alternative Open Enrollment:** These are students who qualify for alternative open enrollment based on specific criteria. Enrollment must be completed through the West Allis-West Milwaukee enrollment center.
- **Intra-District Transfer:** These students live in the WAWM district and are currently enrolled in another WAWM school. If you are interested in transferring, please fill out the DLVA application [available on our school website](#).

Coordination with the WAWMSD Enrollment Center

All students need to work with the West Allis-West Milwaukee enrollment center to facilitate their enrollment process if they are not already active within the WAWM School District.

WAWM Enrollment Center
9333 W. Lincoln Ave
414-604-3000

Onboarding Session

Accepted students and their Family Learning Coach are required to complete an in-person onboarding session with their homeroom teacher at the DLVA offices. This session will cover important information and resources to help students succeed in their virtual learning environment. Parents/guardians also receive training and guidance on how to support their students at home.

Start of Classes

Once the onboarding session is completed, students will begin their virtual courses as scheduled. Students are required to start Edgenuity courses on the first day of enrollment. The 15 Day Strong Start policy requires students to be in the blue (on track) or green (ahead of track) status for all Edgenuity courses by the end of the period. This procedure ensures a smooth and structured enrollment process, helping students integrate seamlessly into Deeper Learning Virtual Academy.

Following this, the participation policy requires students not to fall behind in their coursework. Receiving three letters regarding non-participation may result in removal from the school. Any school-issued equipment is due back within 10 days of the effective withdrawal date to the DLVA office in the Madison Building located at 1117 S. 104th St. The office hours of the Madison Building are 9 am to 1:30 pm Monday through Friday during the school year.

State Assessments

Virtual school students are required to participate in all Wisconsin state assessments in person. This policy applies to students in the following grades: **3, 4, 5, 6, 7, 8, 9, 10, and 11.**

Testing Location

- All state assessments for DLVA students will be administered at the Madison Campus during the designated state testing window. Specific dates and times are listed on page 7 of this handbook; further communication from DLVA staff via School Messenger will provide additional details.

Adherence to Policies

- Students enrolled in the Deeper Learning Virtual Academy must abide by all policies set forth by the WAWM School District and DLVA.

Responsibilities of Students and Parents

- **Notification:** Parents and students will receive notification of testing dates, times, and specific locations within Deeper Learning Virtual Academy.
- **Attendance:** It is the responsibility of the student and their parents or guardians to ensure the student is present for all scheduled testing sessions.
- **Preparation:** Through the teaching of state standard curriculum and other targeted supports, students will be adequately prepared for their assessments.

Contact Information

- For any questions or concerns regarding the testing policy, parents and students are encouraged to contact Deeper Learning Virtual Academy using the [Family Question/Comment Form](#).

This policy ensures that all virtual students meet state educational requirements and are provided with the same assessment opportunities as their peers in traditional educational settings.

School Activities

To be eligible to participate in extracurricular activities, including clubs and social events, at Deeper Learning Virtual Academy, students must meet the following requirements:

Academic Standards:

Students must maintain a grade of D- or higher in all classes.

Progress:

Students must be on target with their Edgenuity coursework to participate in extracurricular activities.

Code of Conduct:

All students are expected to adhere to the district's code of conduct. This includes behaving in a manner that reflects positively on themselves and the school, both during school hours and in extracurricular activities.

Dress Code:

The district's dress code applies to virtual students just as it does to students in traditional school settings. Students are expected to dress appropriately during all virtual school activities and events.

Contact Information

For any questions or concerns regarding the school activities policy, parents and students are encouraged to contact Deeper Learning Virtual Academy using the [Family Question/Comment Form](#) or contact the homeroom teacher.

This policy ensures that all students at Deeper Learning Virtual Academy have the opportunity to participate in extracurricular activities while maintaining academic standards and adhering to the district's codes of conduct and dress.

15 Day Strong Start Policy

At DLVA, we believe every student should be on track to earn 24 credits by the time they reach the end of their senior year. That belief guides our participation policy and our 15 Day Strong Start policy. By the end of the first 15 days of enrollment, students are expected to complete at least 15% of each of their Edgenuity courses. Teachers, students, and at-home Learning Coaches work together to monitor progress, set action steps, and ensure that students have every opportunity to fully engage in the curriculum.

Students considered fully participating in DLVA remain "on track" (blue) or "ahead of track" (green) in every EDGE course. Students not meeting these criteria, which align with state statute Section 118.40 (8)(g), may not be eligible to remain enrolled at DLVA. These students will be withdrawn and returned to in-person learning at their zoned school.

In order to be considered for re-enrollment at DLVA, a student must demonstrate a full school year of adequate academic progress at another institution.

Keeping school equipment past the effective withdrawal date constitutes theft of school property. Any school-issued equipment is due back within 10 days of the effective withdrawal date to the DLVA office in the Madison Building located at 1117 S. 104th St. The office hours of the Madison Building are 9 am to 1:30 pm Monday through Friday during the school year.

15 Day Strong Start Conferences

- Each week, advisory teachers monitor student progress on Edgenuity.
- Any student who has not met the 15% goal in each of their courses by Day 15 of Enrollment will be assigned to a 15 Day Strong Start Conference.
- Families are notified by email that they have been assigned to a Strong Start conference.
- All Strong Start conferences are **mandatory** and will be scheduled on Fridays. Conferences cannot be rescheduled and will take place regardless of parent/student attendance.
- Conferences are held via Zoom. Dr. Smith, the Advisory teacher, student, and family should be in attendance.
- Discussion will include the current academic progress of the student, as well as recommended next steps.
 - Next steps may include: additional support from teachers, including mandatory Office Hours, creating an individualized schedule, transfer out of DLVA, etc.
- These meetings will be documented and kept for school records.

Participation Policy

Regular participation in academic work during the school week is a condition of enrollment at Deeper Learning Virtual Academy. The purpose of requiring regular participation in coursework throughout the week is that it ensures a higher probability of success in our program, just as it does in any other educational setting. Not participating regularly puts students at risk of learning loss and failure to earn the grades or credits they need to progress in their academic career.

Pursuant to Wisconsin State Statute 118.40(8)(g), students at Deeper Learning Virtual Academy must not fail to complete assigned directives for five consecutive days.

Per that statute, whenever a student attending a virtual charter school fails to respond appropriately to a school assignment or directive from instructional staff within 5 school days, the governing body of the virtual charter school shall notify the pupil's parent or guardian.

The third time in the same semester that a pupil attending a virtual charter school fails to respond appropriately to a school assignment or directive from instructional staff within 5 school days, the governing body of the virtual charter school shall also notify the school board that contracted for the establishment of the virtual charter school, the school board of the pupil's resident school district, and the department. The school board that contracted for the establishment of the virtual charter school may transfer the pupil to his or her resident school district.

If the pupil is a resident of the school district that contracted for the establishment of the virtual charter school, the school board may assign the pupil to another school or program within that school district. If the school board transfers or assigns a pupil, it shall notify the pupil's parent or guardian and the department.

If the parent or guardian of a pupil attending a virtual charter school notifies the virtual charter school in writing before a school assignment or directive is given that the pupil will not be available to respond to the assignment or directive during a specified period, the school days during that period do not count.

The virtual charter school shall require the pupil to complete any assignment missed during the period. This subdivision applies to no more than 10 school days in a school year. The parent or guardian of a pupil transferred to the pupil's resident school district may appeal the transfer to the school or department within 30 days after receipt of the notice of transfer. The school or department shall affirm the school board's decision unless the department finds that the decision was arbitrary or unreasonable. When a parent or guardian contests revocation, the school's appeal form must be used. The school has 15 days to evaluate the request.

Students should put in an average of **5-7 hours** per day (approximately 1 hour for every assigned course) on Edgenuity, depending on their synchronous schedule. A student in good standing will be on track (blue) or ahead (green) in the time/count columns next to each of the course names in the Edgenuity progress report.

Students must budget time every school day to do their asynchronous coursework in addition to attending required synchronous sessions. Teachers are available from 8 am to 3:30 pm, and every student is expected to use that time to complete assigned coursework.

Please reach out with your questions or concerns to

24 smithd2@wawmsd.org.

Successful Appeals to Return

If a guardian's appeal letter results in the staff choosing to keep a student enrolled, even after a third letter has been sent, DLVA staff will use the following protocol.

- The student and guardian meet for a formal onboarding session with the cohort advisor.
 - The advisor reviews the eligibility criteria with the student and guardian, which include:
 - the student will be on probation until the end of the current semester.
 - if the student receives one letter for failing to meet eligibility criteria, the student will be moved back to their brick-and-mortar, zoned school after the end of the current term.
 - a decision made by the staff to revoke the student's enrollment at DLVA during this probationary period is non-negotiable and not subject to appeal.
 - additional eligibility criteria may be created and put in place by the DLVA staff as a condition of the student's re-enrollment.
 - if the student maintains adherence to the eligibility criteria for the rest of the semester, and if the student chooses to remain enrolled with DLVA in the following semester, the probation period will be lifted and the student will be subject to the default eligibility criteria as of the start of the next semester.
- The cohort advisor, in consultation with the other staff members, may alter the course roster to account for time lost due to not being enrolled with DLVA. The student is expected to complete all coursework assigned.

Students removed at the **end** of a semester who successfully appeal will be on probation through the end of the next semester. The “next” semester is the semester directly following the one at the end of which they were removed.

Students removed **during** a semester who successfully appeal will be on probation for the remainder of the semester in which they were removed.

The parent/guardian will sign a probationary notice form that conveys all of the above information that will be kept on file with DLVA. The form verifies the guardian's affirmation of and consent to the eligibility criteria and additional criteria devised in connection with the probationary period.

Enrollment Denial Due to Previous Participation Policy Violation

In order to be considered for re-enrollment at DLVA, a student must demonstrate a full school year of adequate academic progress at another institution.

Regular participation in academic work during the school week is a condition of enrollment at Deeper Learning Virtual Academy, pursuant to Wisconsin State Statute 118.40(8)(g).

When DLVA notifies a parent/guardian that their student is being removed from Deeper Learning Virtual Academy for not consistently participating, it is because the teachers and administrator at DLVA determined that our school is not the most appropriate school for the student. As a result, we revoke the student's enrollment at our school and place them in their resident, zoned school for in-person instruction.

In order to be considered for re-enrollment at DLVA, the parent/guardian must submit documentation (including a transcript and/or report cards) showing that the student has earned passing grades in all of their assigned courses for the academic year prior to the one in which the student wishes to re-enroll with DLVA.

Please submit one year's worth of that documentation showing student success to smithd2@wawmsd.org **before** re-applying.

Academic Integrity Policy

DLVA uses an online platform to deliver academic content to students. The expectation for all DLVA students is that they will demonstrate academic integrity while working through their assigned coursework. In order to abide by this policy, students must:

- Not use the internet or other sources to search for answers to questions on assignments, quizzes, tests, or exams.
- Not copy and paste written work from other sources without giving credit to those sources.
- Not use ChatGPT or other AI software to generate written work for assignments.

A student who repeatedly violates these criteria will be subject to:

- An Academic Conference with their Spark Advisor and/or Content Area Teacher and Dr. Smith.
- Redoing all or part of their course(s) to demonstrate proficiency.
- Receiving a failing grade on one or all of the assigned activities and assessments, which may result in failing the class.

If, after remediation, a student continues to violate the Academic Integrity Policy, they will receive Participation Letters; in addition, they may be in danger of not receiving credit for courses in which this policy was violated, and they may have to return to their in-person school.

Re-Teach, Re-Assess Policy

At Deeper Learning Virtual Academy, we believe that student failure is not an option. If a learner does not succeed on an Edgenuity assignment or assessment, they receive direct support from a DLVA staff member. To support students and provide an opportunity for a student to improve their grade, we implement a “Re-Teach, Re-Assess” intervention model. This process requires students to submit a completed set of guided notes or handwritten or typed notes for the failed lesson. After completing the improvement activity, the student will get another chance to try again in Edgenuity.

To support student learning and provide an opportunities for a student to improve their grade, DLVA teachers, students, and Learning Coaches will follow the steps below:

1. Learning Coaches will support the student in making a schedule so that the student works in the courses 5-7 hours a day, five days a week.
2. Learning Coaches check in with students in the morning by looking at the Edgenuity dashboard and check out with them in the afternoon by doing the same.
3. Regular checks of Edgenuity progress so that early interventions are put in place to support students.
4. The student and teacher conference and set action steps.
5. Students submit copies of Guided Notes.
6. Students submit a screenshot of chats with the Live Tutor.

Assessment Preparation

Often, when students fail an Edgenuity assessment, they rush through it, reading and clicking too quickly. To improve performance, students should prepare thoroughly before taking Edgenuity assessments. Here are some tips:

- Keep to a routine schedule of 5-7 hours of work five days a week. Learning is about time and effort.
- Complete and review your Guided Notes.
- Ask the live tutor questions about the Guided Notes.
- Review each lesson to remind yourself of what you learned.
- Contact your teacher to ask any questions before taking the tests.
- Ensure your area is free from noise and distractions.
- Prepare yourself physically by eating a good meal and being well-rested.
- Take your time to read each question carefully and evaluate each possible answer to ensure that you select the best one.

Remember, passing your quizzes and tests on the first attempt is always the best option.

Extensions

Students are required to remain on target to complete courses by the end of the semester in which the course was assigned. Extenuating circumstances may prevent a student from completing a course on time. In such cases, the parent may submit an extension request two weeks before the semester ends.

Teachers do not automatically grant students extensions. The teacher will work with the student throughout the semester to stay on target, but it is the Learning Coach and student's responsibility to remain engaged.

Extensions will not be granted for non-participation, late enrollment, raising a grade, or absences. Students are expected to consistently work 5-7 hours a day, five days a week, to finish the semester on time. If a student is behind on their coursework, they are expected to catch up by adding time to their daily schedule or working on weekends and holidays.

Edgenuity Extensions

Students are required to remain on target to complete courses by the end of the semester in which the course was assigned. Extenuating circumstances may prevent a student from completing a course on time. In such cases, the parent may submit an extension request two weeks before the semester ends.

Teachers do not automatically grant students extensions.

The teacher will work with the student throughout the semester to stay on target, but it is the Learning Coach and student's responsibility to remain engaged.

Extensions will not be granted for non-participation, late enrollment, raising a grade, or absences. Students are expected to consistently work 5-7 hours a day, five days a week, to finish the semester on time. If a student is behind on their coursework, they are expected to catch up by adding time to their daily schedule or working on weekends and holidays.

Extension Guidelines

- Students must be within 10% of course completion.
- Extensions last 7 days. Additional extenuating circumstances will be reviewed on a case-by-case basis.
- Teachers may reach out to students who can benefit from an extension.
- Students may reach out to teachers regarding extensions.
- The teacher will make the final judgment call on granting extensions.
- The grade goes in as an F and a grade change will be requested if the student completes the course following the designated timeline.
- If a teacher denies an extension, appeals go to the administration via an email to smithd2@wawmsd.org and must include the following:
 - Student's full name
 - Course name
 - Percentage of the course that has been completed

Academic Course Prioritization and Credit Recovery Policy

Core Course Priority

Students who fail core courses will have these courses prioritized for enrollment in the following semester, whenever possible.

Elective Course Enrollment

Electives will be scheduled as a secondary priority, ensuring that students are first enrolled in the necessary core classes for graduation.

Initial Credit for Previously Failed Courses

Students will have the opportunity to earn initial credit for courses they previously failed, allowing them to stay on track for graduation.

Course Load Requirements

Each student should be enrolled in seven courses per semester, with the possibility of an eighth course as needed.

Credit Recovery

Students required to recover credits will continue to be assigned Credit Recovery courses until they are fully caught up in their core subjects.

Summer School Opportunities

Students who have successfully completed their core course requirements may enroll in needed elective courses during Summer School.

Edgenuity Completion and Teacher Discretion

If a student completes their Edgenuity coursework but does not pass the course, the decision to reset specific modules in Edgenuity or assign an alternative project will be at the discretion of the teacher.

Success in Virtual Learning

Create a Dedicated Study Space:

- Set up a quiet, organized, and comfortable area free from distractions where you can focus on your schoolwork.

Establish a Routine

- Maintain a consistent daily schedule for completing work, attending groups and Live classes, and taking breaks.

Stay Organized

- Use a planner and/or your Google calendar to keep track of assignments, deadlines, and class schedules.

Set Goals

- Set short-term and long-term academic goals to stay motivated and on track with your studies. Use the blue and green progress bars in Edgenuity for immediate feedback on your progress.

Participate Actively

Engage in learning by participating in discussions, asking questions, and collaborating with classmates.

Communicate with Teachers

- Reach out to your teachers if you have questions or need help with assignments. Regular communication is key to staying on track.

Take Breaks

- Schedule regular breaks to rest and recharge. Short breaks between study sessions can improve focus and productivity.

Stay Healthy

- Prioritize your physical and mental health by getting enough sleep, eating well, and exercising.

Adapt to Technology

- Familiarize yourself with the virtual learning platforms and tools used by your school. Troubleshoot any technical issues promptly by communicating with the student help desk (techhelp@wawmsd.org) or Edgenuity (customersupport@edgenuity.com).

Seek Help When Needed

- Don't hesitate to ask for help from teachers, counselors, or parents if you're struggling with coursework or personal challenges.

Reflect on Your Progress

- Regularly review your academic progress and adjust your study habits and strategies as needed to improve performance.