

Federal and State Compliance
2021-2022 Temporary Online Learning and Virtual Academy Matrix

Temporary Online Learning		Virtual Academy (HUB) (PK-2 General Education Students)	Virtual Academy (HUB) (PK-06 Special Education)	Virtual Academy (HISD Pearson Program) (Grades 3-6 General Education)
Eligibility	<ul style="list-style-type: none">Student’s temporary medical condition is documented by a physician licensed to practice in the United States.Student has positive Covid-19 test.Student is displaying symptoms for a communicable condition listed in 25 TAC 97.7.Student has been identified as having been in close contact with Covid-19.	<ul style="list-style-type: none">Medically fragile	<ul style="list-style-type: none">Medically fragileSpecial EdESL	<ul style="list-style-type: none">Medically fragileGeneral Education
Enrollment	Students remain enrolled on their home campus.	Students remain enrolled on their home campus.	Students remain enrolled on their home campus.	Students remain enrolled on their home campus.
Attendance <u>At this time RA is NOT used</u>	<ul style="list-style-type: none">Teacher on home campus must mark student ATClerk receives attendance from TOL teacher and reconciles student attendancePresent students must be marked (Present); absent students must be marked A.	<ul style="list-style-type: none">Teacher on home campus does NOT take attendance for student.Teachers in the Virtual Academy will take attendance for the students.After September 7, 2021, attendance will move into HISD Connect.	<ul style="list-style-type: none">Teacher on home campus does NOT take attendance for student.Teachers in the Virtual Academy will take attendance for the students.After September 7, 2021, attendance will move into HISD Connect.	<ul style="list-style-type: none">Campuses do NOT take attendance in HISD Connect for these students.Parents will take attendance through Pearson and their platform. Campus Site Coordinators will monitor attendance.
ADA Eligibility Code during Program	Student coded 0 until 1 st day of actual TOL participation; then ADA changed to 1.	Students will be coded with ADA Eligibility Code 9 (enrolled, not in membership due to virtual learning).	Students will be coded with ADA Eligibility Code 9 (enrolled, not in membership due to virtual learning).	Students will be coded with ADA Eligibility Code 9 (enrolled, not in membership due to virtual learning).

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Scheduling	<ul style="list-style-type: none"> Student schedule remains the same. Student must have full schedule on campus. 	<ul style="list-style-type: none"> Academic Counseling enrolled students in homeroom (Virtual ACAD Homeroom PK6) only so that they can be picked up by the HUB. Student must have homeroom (Virtual ACAD Homeroom PK6) with regular campus core classes. 	<ul style="list-style-type: none"> Academic Counseling enrolled students in homeroom (Virtual ACAD Homeroom PK6) only so that they can be picked up by the HUB. Student must have homeroom (Virtual ACAD Homeroom PK6) with regular campus core classes. 	<ul style="list-style-type: none"> Student schedule will need to be purged. Clerk must print schedule and keep hardcopy on file prior to removing student from all classes. Student should NOT be scheduled in any other course at this time by home campus.
Grading	TOL Coordinator's will download Grades Report weekly from Dashboard; TOL Coordinator will then work with Teacher of Record for grade entry.	SIS will load grades into HISD Connect.	SIS will load grades into HISD Connect.	Virtual Learning Coordinators will manually enter grades for students participating in HISD Pearson Program.
Opt-out Option	<ul style="list-style-type: none"> Student must complete 10-day quarantine. No documents required to return to campus. 	<ul style="list-style-type: none"> Parents will have option to opt out after the end of the six-week cycle. Complete internal Withdrawal Form from VA Program. 	<ul style="list-style-type: none"> Parents will have option to opt out after the end of the six-week cycle. Complete internal Withdrawal Form from VA Program 	<p>Complete internal Withdrawal Form from VA Program.</p> <p>Parents signed contractual agreement with Pearson for student to stay until the end of the semester.</p>
Snapshot	Students will be attributed to home campus.	Students will be attributed to home campus.	Students will be attributed to home campus.	Students will be attributed to home campus.
Membership	Student is counted in membership.	Student is counted in membership.	Student is counted in membership.	Student is counted in membership.
Withdrawal	N/A	<p>Parents and Students will work with Campus Personnel to Withdraw from VA Program and begin face-to-face instruction.</p> <p>Virtual Program Withdrawal Form will be shared with campuses.</p>	<p>Parents and Students work with Campus Personnel to Withdraw from VA Program and begin face-to-face instruction.</p> <p>Virtual Program Withdrawal Form will be shared with campuses.</p>	<p>Work with Campus Personnel to Withdraw from VA Program and began face to face instruction</p> <p>Virtual Program Withdrawal Form will be shared with Campuses.</p>
Time Frame	10 Calendar Days (weekends and non-instructional days are included)	Six Week cycle	Six Week Cycle	Full semester
Membership Reconciliation	All students are included in Membership Reconciliation.	All students are included in Membership Reconciliation.	All students are included in Membership Reconciliation.	2

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Campus Responsibilities	<ul style="list-style-type: none"> TOL coordinator must approve or deny pending students on dashboard daily. Teacher must mark student AT. Attendance clerk must verify students are marked AT. <ul style="list-style-type: none"> Clerk will reconcile attendance once attendance is received from TOL coordinator. SIR, Attendance Clerk, or TOL coordinator will notify parent of return to campus date for the student. 	<ul style="list-style-type: none"> Teacher does NOT take attendance for student. Attendance clerk must verify no attendance is taken for the student. Nurse will approve or deny parent request for Virtual Academy. Virtual Academy teachers will be able to record Attendance within the HISD Connect. VA Teachers will enter grades for students in SIS Virtual Campus. 	<ul style="list-style-type: none"> Teacher does NOT take attendance for student. Attendance clerk must verify no attendance is taken for the student. Nurse will approve or deny parent request for Virtual Academy. Virtual Academy teachers will be able to record Attendance within the HISD Connect. VA Teachers will enter grades for students in SIS Virtual Campus. 	<ul style="list-style-type: none"> Teacher does NOT take attendance for student. Parent will take attendance and Pearson group will verify attendance. Nurse will approve or deny parent request for Virtual Academy. Attendance Recording will be completed at the central office by Virtual Coordinators. Virtual Coordinators will centrally enter grades for students participating in program.
Contact	TOL Campus Representative	Tier II Leader	Tier II Leader	Tier II Leader

Resources:

- Temporary Online Learning, <https://www.houstonisd.org/home>
- Grading Process for Temporary Online Learning, [Grading Process for Temporary Online Learning](#)
- FSC Training PowerPoint – Temporary Online Learning/Virtual Academy (8/27/2021)
<https://www.houstonisd.org/cms/lib2/TX01001591/Centricity/Domain/8334/Temporary%20Online%20Learning%208%2027%202021.pptx>
- Virtual Academy, <https://www.houstonisd.org/VirtualAcademy>
- Virtual Academy Elementary Training (TEAMS Meeting), https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTg0ZGQ1M2ltZmUwYS00YzNILTkxODYtYWQ1NGQ2M2VIYzk5%40thread.v2/0?context=%7b%22Tid%22%3a%22f5eb9966-9336-4b33-8895-9982425b13ed%22%2c%22Oid%22%3a%22f113e926-123e-4460-b44c-e71cb03d8d9a%22%2c%22IsBroadcastMeeting%22%3atrue%7d&btype=a&role=a

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- **Virtual Academy Secondary Training (TEAMS Meeting),** https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzYyYWQwMWQtNzUxNi00MTY4LTlkZmYtNjEyMjQxNTNkN2Qy%40thread.v2/0?context=%7b%22Tid%22%3a%22f5eb9966-9336-4b33-8895-9982425b13ed%22%2c%22Oid%22%3a%22f113e926-123e-4460-b44c-e71cb03d8d9a%22%2c%22IsBroadcastMeeting%22%3atrue%7d&btype=a&role=a