Virtual Academy programs shall be supervised by certified Broken Arrow Public Schools employees and approved by the Broken Arrow Board of Education. Students/parents must agree to the policy listed below in order to be enrolled in Internet-based courses. This policy pertains to programming through Internet-based instruction for students in grades PreK-12.

Admissions
1. Students must reside in the Broken Arrow School District and be actively enrolled to be eligible to enroll in Internet-based courses.

2. All student enrollment requests for Internet-based courses shall be evaluated and approved/disapproved by the principal or designee. Only students with pre-approved enrollment shall be eligible for credit for Internet-based courses in the Broken Arrow School District.

3. Students who are placed on Homebound status per a doctor's orders are eligible to enroll in Internet-based courses when time out of school exceeds 30 days.

4. Students who are assigned a disciplinary change of placement for more than 30 days are eligible to enroll in Internet-based instruction per an administrator's recommendation.

5. In order that a student may participate in Internet-based courses the parent(s) or legal guardian must acknowledge academic, behavioral, attendance, and acceptable use of technology standards associated with Internet-based instruction.

6. The principal or designee shall appoint a certified staff member as the building level contact to assist students enrolling in Internet-based courses and to serve as a liaison to the on-line teachers and provider(s).

Standards of Behavior
1. Students are responsible for their behaviors and are expected to comply with Broken Arrow's Student Code of Conduct found in student handbooks. Any infractions of behavior code of conduct may result in removal from Internet-based instruction.

2. Students must adhere to standards set forth by Broken Arrow's acceptable use of computers and electronic communication policy.

3. Congruent with State Policy, students must maintain a regular schedule of logging in and accessing courses to establish a consistent "attendance" presence within the virtual setting. If a course is not accessed for 14 consecutive days or if the student is behind more than 20 assignments, the student may be dismissed from the Virtual School setting.

4. Plagiarism will not be tolerated within the virtual school setting and will be upheld per Broken Arrow's District policy found in the Student Code of Conduct. Violations of academic integrity may result in disciplinary consequences, including dismissal from the virtual school setting.

Courses/Assessments/Credits

1. Approved Internet-based courses offered for credit shall be aligned with current academic standards as defined by the Oklahoma State Department of Education. Students may enroll in Internet-based courses for First-time Credit, for Credit Recovery, or for Credit Advancement.

   Definitions:

   a. First-time Credit: A course taken for the first time as part of a student's **regular schedule** when enrolled as a full-time student in the current academic year (Fall through Spring semesters).

   b. Credit Recovery: A course taken for recovery of a credit due to failing a course or some other extenuating circumstance.

   c. Credit Advancement: A course taken for the first time **outside** regular school hours or the regular school year in Night School or Summer School

2. A student must complete the approved Internet-based course within the term they are enrolled. To qualify for high school credit, a student must present to the school registrar, within ten (10) days upon completion of the course, an official transcript from the academic institution where the course was successfully completed. The grade will be calculated into the student's high school G.P.A.

3. Students earning credit by means of Internet-based courses shall be required to participate in all assessments required by the Broken Arrow Public School District and/or Oklahoma School Testing Program. Students shall be required to participate in these assessments at the school site where they are enrolled.

4. A staff member approved by the Broken Arrow School District must proctor tests required by the Internet-based course.

5. Internet-based courses provided for First-time Credit or Credit Advancement shall be taught by instructors (a) certified in the course content area(s) offered, or (b) a faculty member at an accredited institution of higher education, possessing the specific content expertise necessary to teach the course. Internet-based courses provided for Credit Recovery shall be taught by instructors appropriately certified as required by the Oklahoma State Department of Education.

6. The Broken Arrow School District shall adhere to all state and federal laws as it pertains to student data and record maintenance. Student data obtained through Internet-based courses will be used to support the instruction of the individual student.

7. Data obtained and aggregated by the Broken Arrow School District through participation in Internet-based courses shall be used for education purposes only.

8. In order that a student may participate in Internet-based courses, the parent(s) or legal guardian must acknowledge the provisions outlined above.

Tuition

Students may utilize Internet-based Instruction for a variety of purposes in order to meet graduation requirements. The following scenarios outline the status of enrollment of students:

1. Broken Arrow student enrolled in First-time Credit or Credit Recovery in the current academic year (Fall through Spring semesters) as a full-time student
   a. Fee may apply

2. Broken Arrow student enrolled in Credit Recovery through Night School or Summer School.
   a. Fee may apply

3. Broken Arrow student enrolled in Credit Advancement.
   a. Fee may apply

4. Broken Arrow student enrolled in ACT prep or other tutoring programming through Internet-based instruction
   a. Fee may apply

Source: *Broken Arrow Board of Education policy adoption, February 4, 2002.*
                      Broken Arrow Board of Education policy revised, February 3, 2003.
                      Broken Arrow Board of Education policy revised, July 13, 2009.
                      Broken Arrow Board of Education policy revised, August 15, 2011.
                      Broken Arrow Board of Education policy revised, August 11, 2014.
                      Broken Arrow Board of Education policy revised, July 10, 2017.
                      Broken Arrow Board of Education policy revised, August 10, 2020.