

Warren County School District Virtual Academy



WARREN COUNTY SCHOOL DISTRICT
VIRTUAL ACADEMY

6820 Market Street
Russell, PA 16345
(814) 723-0574

Mrs. Amy Stewart
Superintendent
Misty Weber
webermd@wcsdpa.org
Virtual Academy Administrator
Neal Kent
kentn@wcsdpa.org
Online Coordinator
Laurie Maxwell
maxwelll@wcsdpa.org
Virtual Academy Secretary

Minimum Pennsylvania K-5 Attendance Requirements:

Elementary students must have 900 hours of instruction. All instructional time and activities need to be tracked for attendance purposes. System time requirements are below. Logs will be accessible in Homeroom courses to record time worked outside of the learning management system.

- 1) System time for grades K-2 is 3 hours an instructional day with an additional 2 hours and 15 minutes logged offline. System time for grade 3 is 4 hours an instructional day with an additional 1 hour and 15 minutes logged offline. System time for grades 4-5 is 5 hours an instructional day with an additional 15 minutes logged offline. A log will be provided to record offline instructional activities and time. Live lesson time does constitute out of system time and can be logged. Weekly time will equal 26 hours and 15 minutes.
- 2) Students are required to attend live lessons and/or discussions with his or her teacher throughout the course. Live lessons will occur through Zoom video conferencing.
- 3) Students must log in for the specified time above. Any time not accounted for whether through the system or offline instructional time may result in truancy issues.
- 4) The students must have the **minimum hours** logged for their grade level each school week (Monday-Sunday). Failure to adhere to this may result in truancy issues or removal from the program.
- 5) An excuse will be required if a student misses multiple live lessons, misses a half day of work, or is absent due to illness or appointment. An appropriate excuse must be emailed, faxed, or mailed to the above address. If it is not received within 5 school days, then the absence will be considered unlawful or unexcused. All Pennsylvania truancy laws will be followed.
- 6) If you have issues with internet access, please call our office immediately so that we are aware and can try to assist if possible.
- 7) After 6 unexcused days of not working the required hours per day, a medical excuse will be required. The WCSD Attendance Policy 10110 applies to all WCSD Virtual students and will be followed.
- 8) If the program is not working, please call between 8:00am and 3:00pm so we can assist you.
- 9) Progress in addition to time is an expectation and must be made in all coursework. Lack of progress will result in a referral to the Child Study Team to ensure all supports available are offered.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Cyber Representative: _____ Date: _____