



Greater Ohio Virtual School

1879 Deerfield Road, Lebanon, OH 45036

August 9, 2019

Dear Parents/Guardians/Students:

Summer greetings! I hope this letter finds you and your child(ren) well. Below you will find important information for the beginning of a new school year at Greater Ohio Virtual School.

ACTIVATION OF STUDENT'S VLA ACCOUNT FOR THE 2019-2020 SCHOOL YEAR

In order for your child to be an active student on our first day of school, **AUGUST 21, 2019**, they MUST complete the following item(s) listed below between the hours of 9 am and 3 pm:

1. MAP Test (Reading and Math) – **ONLY FOR STUDENTS IN GRADES 9–12**
2. "Intro to GOVS – Start Here!" Class on VLA

Failure to complete the MAP tests (if necessary) and the Intro to GOVS course will delay the start of your student's school year.

ATTENDANCE AND 72 HOUR WITHDRAWAL RULE

Students are **REQUIRED to complete 25 hours of seat time per week for attendance purposes**. This may be a combination of online and offline time. Please read the Attendance/Tuancy section of your Student Handbook for details. **Any student, regardless of age, will be automatically withdrawn if they fail to sign on and complete work for 72 hours of consecutive educational opportunities.**

Students are also limited to 10 hours of school work per day, maximum. Time spend beyond this, including offline time and work/study, will not be counted toward attendance. The 45 minute automatic log out for idle time remains.

We are working together as partners in the education of your child. As partners, we should both be fully aware of your child's progress. At any time during the school year, you can access your child's assigned work, grades, and progress through the VLA site using your parent login information. Please be sure to do this regularly.

In addition, we will send regular attendance reports through the One Call system (via telephone call and email). These reports summarize each student's progress toward the 25 hours/5 units per week minimum work requirement. They do not include grades or whether a student is completing enough work to finish everything assigned. **Students may need to complete more than one unit per day to complete all assigned work.** Every parent/legal guardian is provided their own login access to their minor child/children's VLA account.

SCHOOL COMMUNICATION AND NOTIFICATIONS

We will use our One Call phone notification system, GOVS website, student VLA account, and student's mygovs gmail account as the primary methods of getting important information, updates and announcements to our students and parents. **It is your responsibility to monitor these methods and maintain accurate contact information.** The *@mygovs.com* gmail account may be accessed by clicking on the gmail icon if signed into a borrowed Chromebook or going to gmail.com and entering *firstname.lastname@mygovs.com* as the username and the default password of *govs1234* (or the password that the student selected when logging on for the first time). You may also download the GOVS app to your smartphone by searching Greater Ohio Virtual School in your app store.



Greater Ohio Virtual School

1879 Deerfield Road, Lebanon, OH 45036

ADDRESS CHANGES

If there are any changes in address, phone numbers or custody regarding your student, occurring during the school year, please email govs@warrencountyesc.com or call 513-695-2924, Option 1. State law requires school districts to make these changes immediately as they affect funding.

SCHOOL COUNSELING

Counselors will be split by grade level this school year. Mrs. Manchak (joanna.manchak@mygovs.com) will serve grades 7, 8, 9, and 11. Mrs. Wall (loren.wall@mygovs.com) will serve grades 10 and 12. Please direct any counseling-related questions to the applicable person.

COURSE CHANGES

Students may make first semester course changes between 8/26 and 9/4 by notifying a school counselor. After this time, they are responsible for the completion of all assigned first semester courses and will receive a final grade. An additional window will be opened in January for second semester course changes. **If a student runs out of work before the end of the school year, but has not met graduation requirements, he or she should notify a school counselor immediately for more work to be added.**

LOCKED COURSES

Second semester courses will be locked at the start of the school year. These courses will appear on your student's VLA screen, but will be inaccessible until January 21st, 2020 at which time all second semester classes will be unlocked.

EARLY GRADUATION

When a student completes his or her graduation requirements (coursework and testing) at any point in the school year, he or she may choose to be withdrawn as a graduate. Diplomas are issued at the graduation ceremony. If you are unable to attend graduation, you may make arrangements to pick-up your diploma in our office any day after our ceremony. GOVS will provide a transcript in the meantime, providing all equipment has been returned and all fees have been resolved. The student is still responsible for 25 hours of seat time per week, five hours per school day on average, until they are withdrawn as a graduate.

REDOS

Redos will be given at the teacher's discretion and will be limited. Units sent back as redos will not count toward the five unit per week requirement until they are resubmitted. Students will only have two weeks to complete a redo. No redos will be given after April 30th.

WORK PERMITS

Students who are under 18 years old and want to work are required to obtain a work permit through the Greater Ohio Virtual School. Work permit applications are available on our website under Parent/General GOVS Information, and then Documents & Forms. Please follow the instructions provided on the application. For a permit to be issued, the student must not be greater than 10 units behind on their work and any student falling behind may have their work permit revoked.

WORK STUDY

GOVS has a Work Study program where students can get high school credit (up to four elective credits) and earn hours towards their 25/week minimum. See our website for more information.



Greater Ohio Virtual School

1879 Deerfield Road, Lebanon, OH 45036

STATE-MANDATED TESTING

All students must participate in state-required testing. MAP, Ohio State Tests (OST's), and the ACT are required assessments that measure students on what they know in various subjects. They are aligned to Ohio's academic content standards, which were adopted by the State Board of Education in language arts, mathematics, science and social studies.

A testing calendar providing windows and locations for test administration is currently available. A message will be posted in the News section at mygovs.com and notifications will be sent to families through the One Call system no later than two weeks in advance of an in-person test. The One Call notification will let the family know that there is upcoming testing and refer them to the website for more information. Families may then search for upcoming test requirements via the test search feature at mygovs.com (enter the student's four-digit student ID number). One \$10.00 gas card per student, per required session is provided for travel compensation.

All 9th-12th grade GOVS students are required to take the MAP tests in reading and math on two occasions during the school year. Students will be required to MAP test on the first day of school and approximately after 13 weeks of school time has passed. These computer-based assessments measure student growth in a subject area over time. The two subjects will be given back-to-back at the start of the school year and again at the end. These tests are taken remotely (online, at home).

Ohio State Tests, also known as End of Course exams, are a requirement for all 7th-12th grade students. They will be administered on two occasions during the school year. Seventh-grade students will test in Math and English and 8th-grade students in Math, English, and Science. The material tested in high school depends on the classes in which a student is enrolled at the time, but a total of seven end-of-course exams will be completed by graduation. Students must earn 18 total points on these exams in order to graduate through the primary pathway, with each test being scored on a scale of one to five. The first window of the school year is intended for retaking exams from prior school years and for classes completed during first semester. The second window is for exams associated with year-long classes of the current school year, although students may also be called in for retakes. Exams will be given at offsite locations around the State of Ohio.

In addition, all 11th-grade students are required to take the ACT college entrance exam. This is offered free-of-charge at the district level. The results may be used in the college application process and as a pathway to graduation if a "remediation-free" score is earned. Students are required to come to Greater Ohio Virtual School to complete the ACT.

Ohio Graduation Tests will continue to be offered for students who were originally a part of the Class of 2017 or older. OGTs will be administered throughout the school year until the student passes all five parts of the test. Students are only required to retake those parts of the test they have not yet passed.

STUDENTS THAT FAIL TO PARTICIPATE IN MANDATED TESTING H.B.66

Each internet- or computer-based community school shall withdraw from the school any student who, for two consecutive school years, has failed to participate in the SPRING ADMINISTRATION of any assessment prescribed under section 3301.0710 or 3301.0712 of the Revised Code for the student's grade level and was not excused from the assessment pursuant to division (C)(1) or (3) of section 3301.0711 of the Revised Code, regardless of whether a waiver was granted for the student under division (L)(3) of section 3314.08 of the Revised Code.



Greater Ohio Virtual School

1879 Deerfield Road, Lebanon, OH 45036

FINAL STEPS FOR PARENTS/GUARDIANS

In addition to reading this entire document, we ask that you complete three things:

1. Fill-out the Title I Family Income Form (including in this mailing). This ensures that the Greater Ohio Virtual School will receive federal funds to help our students achieve to their fullest potential. You can either mail the form to us, drop it off at the main office, or send it to us electronically. Take a picture of the form with your phone, and either send it via email (govs@warrencountyesc.com) or text (513.409.1979).
2. Also included in this mailing is a sheet that lists the student VLA login information, parent VLA login information, and student GOVS email address. Please keep this paper in a safe location so you can refer back to it.
3. Lastly, we need all parents/guardians to indicate that you understand a few applicable policies and procedures:
 - Parents/Guardians are responsible for monitoring their personal cell phone and email address (if applicable) for important communications from GOVS, as well as monitoring our website at www.mygovs.com
 - Parents/Guardians are responsible for logging into the VLA system to monitor student grades and progress in assigned classes daily – higher importance than in a traditional school
 - Students are required to complete 25 hours of school work in a typical week
 - Students will not receive seat time credit for: any time over the ten hour per school day limit (including logged-in and offline time)
 - Parents/Guardians will ensure that your student follows the attendance and hour documentation procedures, and respond to the school when notified of absenteeism
 - Students are responsible for completing all classes on their screen after the two week add/drop period
 - Students are responsible for participating in ALL state-mandated testing for which they are scheduled
 - Work Permits will not be issued, and may be revoked, if a student is greater than ten units behind in work completion

On your computer or phone, please visit this website: bit.ly/GOVSparentform and fill-out the form located there. If you cannot get this link to work, we have it posted in the News Feed on our website. This will only take you a few minutes.

Thank you for your anticipated cooperation, and please contact our office with any questions you may have.

Sincerely,

Mr. Shawn E. Lenney
Executive Director
Greater Ohio Virtual School