



# Greater Ohio Virtual School

1879 Deerfield Road, Lebanon, OH 45036

August 20, 2020

Dear Parents/Guardians/Students:

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

## **ACTIVATION OF STUDENT'S VLA ACCOUNT FOR THE 2020-2021 SCHOOL YEAR**

In order for your child to be an active student on our first day of school, **AUGUST 24, 2020**, they MUST complete the following item(s) listed below between the hours of 9 am and 3 pm:

1. GOVS Success (A)
2. GOVS Success (B)

Failure to complete both parts of GOVS Success will delay the start of your student's school year.

## **ATTENDANCE AND 72 HOUR WITHDRAWAL RULE**

Don't forget 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/Truancy 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 **Any student, regardless of age, will be automatically withdrawn if they fail to sign on and complete work for 72 hours of consecutive educational opportunities.**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.** As a reminder, 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](mailto:govs@warrencountyesc.com) or call 513-695-2924, Option 0. State law requires school districts to make these changes immediately as they affect funding.

## SCHOOL COUNSELING

Mrs. Wall has accepted a job at a different school district, so she no longer works at GOVS. Mrs. Manchak ([joanna.manchak@mygovs.com](mailto:joanna.manchak@mygovs.com)) will serve as the guidance counselor for all grades. Please direct any counseling-related questions to Mrs. Manchak. You can email her, or visit the Counselors Corner page on our website ([www.mygovs.com](http://www.mygovs.com)) which is located underneath the scrolling header gallery.

## COURSE CHANGES

Students may make first semester course changes between 8/24 and 9/8 by notifying Mrs. Manchak. 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 19<sup>th</sup>, 2021 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 30<sup>th</sup>.

## 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.** Please understand that testing might be canceled and/or adjusted in this unprecedented time. If there is testing, we will communicate everything that each family needs to know.

A testing calendar will be provided once GOVS has a test schedule in place. Keep checking the daily announcements on our website, as well as any messages sent out via the One Call notification system.

## **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.

## **FINAL STEPS FOR PARENTS/GUARDIANS**

In addition to reading this entire document, we ask that you complete one more task. We need all parents/guardians to indicate that you understand a few applicable policies and procedures:

On your computer or phone, please visit this website: [bit.ly/GOVSparentform](http://bit.ly/GOVSparentform) and fill-out the form located there. 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