

2017

Returning Virtual School and Program Assurances Form

Kansas State Department of Education

SUBMIT: Complete the form and email to bjohnson@ksde.org or fax to 785-296-7933

1. Licensed Personnel		
a. Virtual director meets appropriate licensure/certification requirements		Yes
b. Virtual teachers or virtual course monitors are employed and are licensed appropriately		
2. Enrollment and Attendance		
a. Students enrolled and counted in accordance with fiscal auditing's Enrollment Handbook		Yes
3. Courses, Credits and Assessments		
a. All courses are aligned to local, state and national standards and contain a syllabus and assignment completion timelines		Yes
b. Credits completed are entered onto the student's transcript at the end of each semester		
c. Final assessments are proctored for all high school courses		
d. District and state assessments are proctored for all grade-level appropriate students		
4. Communication with Student and Families		
a. Virtual staff communicate regularly with virtual students and their families		Yes
b. Students receive an orientation session, ongoing feedback and formal conferences each semester		
c. Virtual staff respond to student and parent questions within 24 hours during school days		
5. Student Involvement and Support Services		
a. Opportunities are provided for students to engage in interactive activities and to communicate with other students		Yes
b. District policy is established for the provision of special education, ESOL, migrant and homeless services for virtual students, in adherence with federal law		
6. Professional Development		
a. Staff involved with the virtual school or program receive professional development that is appropriate for their job responsibilities		Yes
7. School Improvement and Accreditation		
a. Virtual school/program is integrated into district's strategic plan and included in district policies and adheres to all relevant state statutes, regulations and requirements		Yes
Superintendent's Signature		
This signature verifies the above information to be accurate		
Superintendent Signature:	USD #:	
Superintendent Name:	Date:	