



VIRTUAL ACADEMY<sup>SM</sup>  
*of* TEXAS

**2025-2026**  
**Parent/Student Handbook Supplement**

*This handbook serves as an addendum to the ResponsiveEd Parent/Student handbook found [here](#).*

*Items which are unique to a virtual learning environment are elaborated in this addendum.*

*These expectations, policies and standards may change, at iSVA's discretion, with or without notice.*

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# iSVA 2025-26 School Calendar



## 2025-2026 School Calendar iSchool Virtual Academy of Texas County District Campus # 221801022

JULY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER Self-Control						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

OCTOBER Integrity						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVEMBER Honor						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DECEMBER Gratefulness						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Grading Periods		Reporting Periods	Days
1st	08/12/25 - 10/16/25	1st	08/12/25 - 09/26/25 32
2nd	10/17/25 - 01/08/26	2nd	09/29/25 - 11/07/25 28
3rd	01/09/26 - 03/12/26	3rd	11/10/25 - 01/09/26 29
4th	03/13/26 - 05/22/26	4th	01/12/26 - 02/20/26 28
		5th	02/23/26 - 04/10/26 29
		6th	04/13/26 - 05/22/26 30
		<b>Total School Days</b>	<b>176</b>

School Session: 8:15 AM - 4:00 PM 465 minutes	
<b>Holidays</b>	
Labor Day	September 01, 2025
Student Holiday	September 19, 2025
Columbus Day	October 13, 2025
Student Holiday	October 31, 2025
Thanksgiving Break	November 24-28, 2025
Christmas Break	Dec 22, 2025-Jan 02, 2026
Student Holiday	January 09, 2026
Martin Luther King, Jr. Day	January 19, 2026
Student Holiday	February 13, 2026
Spring Break	March 16-20, 2026
Good Friday	April 03, 2026
Memorial Day	May 25, 2026
Bad Weather Day/Student Holiday	May 26, 2026
Bad Weather Day/Student Holiday	May 27, 2026

<b>Bad Weather Make-Up Days</b> ⚡	<b>Staff Work Days</b>
May 26, 2026 (Tuesday)	August 04-08, 2025
May 27, 2026 (Wednesday)	August 11, 2025
	*May 26-29, 2026
<b>Professional Development Days</b>	
September 19, 2025	
October 31, 2025	
January 09, 2026	
February 13, 2026	
	*Will be adjusted if Bad Weather Day (s) is used.

Tax Free Weekend: August 08-10, 2025

State Testing Dates	
<b>STAAR</b>	
December 02-12, 2025 (EOC only)	
April 07-17, 2026 - Gr 3-8 Reading; English I; English II	
April 14-24, 2026 - Gr 5 & 8 Science; Gr 8 Social Studies; Biology; US History	
April 21-May 01, 2026 - Gr 3-8 Mathematics; Algebra I	
<b>TELPAS Testing Window</b>	
February 16 - March 27, 2026	

JANUARY Compassion						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY Wisdom						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARCH Humility						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

APRIL Justice						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY Courage						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Please Note: The 2025-2026 calendar is subject to change.

Revised 6/19/2025

*Innovate, Motivate, Educate*

Entity 10220  
Board Approved 06/13/2025

## **SECTION I: GENERAL ENROLLMENT POLICIES AND PROCEDURES**

### **ENROLLMENT POLICIES**

#### **Enrollment Documentation**

Per TxVSN Policy 70.1013 (sections C & D)

In the event a parent, guardian, or adult student is unable to provide iSVA with the required evidence of eligibility to enroll prior to the approved start date, provisional enrollment is allowed for ten school days. The student will be withdrawn from the school if the required evidence of eligibility is not received on or before the ten school days.

#### **Immunization Records**

Incoming and current students are required to provide updated immunization records or a current Affidavit of Exemption. These updated records will be requested during the enrollment and re-enrollment process. In the event that this documentation is not provided within ten school days of the approved start date, the student could potentially be withdrawn.

#### **Disciplinary and Prior Criminal History Issues**

As part of the enrollment process, it is very important that any and all disciplinary history, all disciplinary action and criminal history are disclosed on the enrollment form and discussed with the Campus Director during the enrollment process. This includes all documented discipline history (**expulsions, suspensions and all types of removals**) from all previous school years. All disciplinary issues, including all types of suspensions, and all DAEP (Disciplinary Alternative Education Programs) assignments that were issued by any previous campus must be disclosed on the iSVA enrollment form, including incomplete assignments or assignments yet to be completed. Students with incomplete or yet to be completed DAEP assignments are not eligible to enroll at iSVA.

In the event that we discover undisclosed disciplinary issues or criminal history through the request of student records, in accordance with the ResponsiveEd Parent Student Handbook, your student's seat at iSVA can be revoked as your student is not eligible to attend iSVA.

#### **Duplicate Enrollment**

With iSchool Virtual Academy of Texas being a Texas Public School, the state does not allow your student to be enrolled at two schools, concurrently. In the event that your student is reported as enrolled at two schools, your student faces withdrawal from iSchool Virtual Academy and will not earn credit for the duplicate enrollment.

## **In-District Transfer Policy**

iSVA does not accept incomplete progress in a course from a previous school year under any circumstance. Students who transfer during a semester from another ResponsiveEd campus will have progress and grades applied for coursework completed, provided the course matches the iSVA course and progress was earned during the current semester. If it does not match, the student must begin at the start of the iSVA course. Students may want to complete their enrolled courses before transferring to avoid losing credit.

Transferring students in grades 9-12 will have until the end of the semester to pass and complete their courses in order to earn credit. There is not an extension for completion, as courses at iSVA end each semester.

## **Cancellation of Enrollment**

The approved start date for students is considered as their first day of school. Students will need to attend an onboarding session that has been coordinated by their assigned Success Coach and actively participate in the program on day one. In order for students to be considered as actively participating in school, they must be logging in and completing gradable assignments in all of their assigned courses on or before their due date.

Students must actively engage in all of their courses from the first day of school in order to be considered as officially enrolled in our program. Parents and students will receive a warning letter on the third school day in the event that this requirement has not been met. If the student does not engage in the program by the fifth school day, we will consider the student as not actively participating in the program and cancel enrollment. Students will not be eligible to re-enroll until the following school year.

## **Verification of Enrollment Requests**

Examples of these requests, include the following:

- Driver's application form
- Documentation from the Attorney General
- Social Security benefit verification

When making a request of iSVA for verification of enrollment, the request must be submitted in writing to the Operations Department at [operations@ischoolvirtual.com](mailto:operations@ischoolvirtual.com). In order for us to complete the documentation that you are requesting, your student must be on pace, actively working within all assigned courses by submitting assignments on or before the due date. In the event that your student is not on pace within the assigned courses, the request will be DENIED. Please make sure that your student is on pace in all assigned courses before this request is made.

*Please Note: New students must be enrolled for 5 school days and actively participate in the program before the request can be made.*

*Requests need to be made in a timely manner in order to be reviewed for processing. Please allow 2-3 business days to process your request.*

# ATTENDANCE

## Attendance Policy

At iSVA, we do not take attendance like a traditional school, but use participation levels as our measure of attendance. In order for students to be considered as actively participating in school, they must be actively working in all of their assigned courses by logging in, reviewing and engaging in course content, and completing gradable assignments on or before their due date. Students are considered on pace at iSVA when they are meeting the criteria mentioned above.

Our program is flexible, meaning students may complete assignments before they are due. Students may complete coursework during hours outside of the regular school day. As long as students are successful in mastering the curriculum in assigned courses, students may free up regular school days for extra curricular activities.

Parents are not required to enter attendance into our system or keep attendance records. Our online school tracks the time that students spend working in courses and their progress as a way to measure attendance in our school. Students who successfully complete courses are considered to have attended for compulsory attendance purposes.

In the event that students are no longer actively participating (not logging in or submitting coursework) in the program for longer than 10 school days in all courses, they can be administratively withdrawn from the program. Students who are withdrawn for no longer actively participating or for whereabouts unknown will not be permitted to re-enroll in our program until the next school year and will be placed on Academic Probation.

## Attendance & Truancy Policy-Texas Virtual School Network (TxVSN)

Per TxVSN Policy 70.1015

(a) A student taking a course through the Texas Virtual School Network (TxVSN) statewide course catalog or a TxVSN Online School (OLS) is considered to:

- (1) be enrolled in a TxVSN course when he or she begins receiving instruction and actively engages in instructional activities in a TxVSN subject area or course;
- (2) have successfully completed a course if the student demonstrates academic proficiency and earns credit for the course, as determined by the TxVSN teacher; and
- (3) be, and must be reported as, withdrawn from the TxVSN when the student is no longer actively participating in the TxVSN course or program.

## **Expectations Completing Coursework**

When students begin their school year with us, a course assignment calendar will be generated for them, automatically assigning lessons, quizzes, practice tests and tests, to ensure they will be able to complete each course before the end date.

Every school day, students will see which assignments are due for that day by looking in the course gradebook. It is important that they complete their course assignments when they are assigned so that they can stay “on pace” with submitting gradable work on or before the due date. Students may work ahead in any of their courses if they choose to do so and are mastering the course content.

Students should spend no less than six weeks completing a course from first login to course completion.

Parents have the ability to login and monitor student progress and grades at any time and should do so regularly.

## **Academic Probation**

At iSVA, we continuously strive to support students to be academically successful and progress within our virtual learning environment. In order to monitor students who have struggled to make consistent progress, they will be assigned Academic Probation for one of the following reasons:

- Students were administratively withdrawn from the program in the previous school year.
- Students failed 2 or more courses during the preceding or current semester at iSchool Virtual Academy.

Academic Probation details are provided by Leadership and will outline specific criteria that must be adhered to during the probationary period that has been assigned. This will include mandatory study hall and consistent participation levels in all assigned courses.

Students who are in good standing after the probation period can be removed from Academic Probation after being reviewed by the Leadership team. If removed, another evaluation will be conducted at the end of the semester to ensure that the student is actively participating in the program and staying on pace in all courses that are assigned.

Students who are not in good standing after the probation period can or will be administratively withdrawn from the program. The student will not be eligible to return for the remainder of the school year. Enrollment decisions for subsequent years will require district approval and will be on a probationary basis.



## **WITHDRAWAL**

### **Withdrawal Requests**

A parent, guardian, or adult student will need to initiate the process of withdrawing from iSVA using the Withdrawal Request Form. Students are not allowed to withdraw themselves unless they are 18 years of age or older. This form can be accessed using the following link:

[2025-2026 Withdrawal Request Form](#)

If you are transferring to another school, please have contact information for the new campus that your student will attend as we need this information to verify their enrollment.

If you have indicated that you will be homeschooling your student, a member of the Operations Department will be in contact with you as we require that you fill out the Confirmation of Home School Form.

Please allow 5 business days for iSVA to process your withdrawal.

Please note that withdrawal requests made toward the end of the semester will require an additional parent acknowledgement before processing. When students in grades 9-12 are withdrawn before the end of a semester we recommend that the student finish all assigned coursework in order to earn credit in their assigned courses before withdrawing from iSVA.

### **Withdrawal Grades**

Withdrawal grades will include the automatic 0's for all work not completed based on the calendar pace provided in the Learning Management System and the withdrawal date. These grades are included on the iSVA Withdrawal form that is processed at the time of the request.

### **Administrative Withdrawal from iSchool Virtual Academy of Texas**

Students who are not actively working in the program completing assigned coursework may be withdrawn from our school and reported to the Texas Education Agency as withdrawn from iSVA.

iSVA may administratively withdraw a student for one of the following:

1. The student's whereabouts are unknown (SAAH 3.4.3) as defined by meeting the following criteria:

a) The student has not actively participated (see Attendance Policy) in each course for 10 consecutive days or greater.

b) iSVA is unable to establish contact with the student or the student's family.

OR

2. The student is at least 19 years old and has not logged in for 5 or more days (TEC 25.085 and SAAH 3.4.1).

Students who are withdrawn for no longer actively participating or for whereabouts unknown are eligible to apply for the next school year.

## SECTION II: ACADEMICS AND GRADING

### ACADEMIC PROGRAM INFORMATION

#### iSVA Courses

At iSVA, our courses consist of Units and Modules. Within these Units and Modules, students will have access to lessons, quizzes and tests that must be mastered in order to progress in the course.

For students in grades 6-8, the courses are a full school year and consist of Units that must be completed by the pacing schedule. Course end dates are set in all courses for all students and will not be extended.

Students in 8th grade will have the option to choose high school level elective courses where credit can be earned based on the success of the student completing and passing the course. These courses are semester long and will be recorded on the student's transcript.

Students in grades 9-12 are enrolled in semester long courses that consist of Units or Modules. These courses must be completed and passed in order to earn credit. Students have until the end of semester term to complete assigned coursework before the final grade is added to a transcript. Course end dates are set in all courses for all students and will not be extended.

Assignments are not scheduled as due on holidays. Students can and are encouraged to submit work on any holiday or weekend to catch up to the recommended pacing or work ahead.

#### Advanced Placement (AP) Courses

iSVA offers AP courses for students in grades 9-12. These courses require that students meet a 90% mastery level on tests and quizzes.

Upon enrolling with iSVA, students should let the Counseling department know if they are interested in taking AP classes. This request can be made at [isvacounseling@responsiveed.com](mailto:isvacounseling@responsiveed.com) or when completing the course selection survey. A Counselor will review the request and the students previous records to determine if the AP courses align with the graduation plan.

Students in AP courses can change to a non-AP level of the course within the first two weeks of the start date if the request is made on the following form: [2025-26 Course Change Request Form](#). When course changes are made, work completed will not transfer to the new course and the student will start the new course at the beginning.

Students who are not successful in passing an AP course in the first semester will be removed and enrolled in the general corresponding course offered at iSVA.

## Dual Credit Courses

iSVA offers dual credit courses through Lone Star College Systems. These courses allow students to simultaneously earn high school and college credit in one class. To be eligible for dual credit, students must be on track in their high school coursework and credits as well as pass the required TSIA2 exams.

To learn more about dual credit eligibility at iSVA, please contact the Counseling department at [isvadualcredit@responsived.com](mailto:isvadualcredit@responsived.com).

Students must be actively enrolled at iSVA and approved to take dual credit courses in order for high school credit to be awarded.

*\*Please note: Dual credit enrollment dates are determined by Lone Star college\**

Letter grades received from the post secondary institution are entered on the high school transcript using the following conversion:

Grade	Conversion Grade
A	98
B	88
C	78
D (if passing")	70
F	0

\*Students who receive a letter grade of a D or F in a dual credit course are no longer eligible to participate in the dual credit program. This information is included in the acknowledgment that is signed when registering for the dual credit courses.

## Acceleration Courses, Grades 9-12

Students who have fallen behind cohort have the option to accelerate in courses based on request. Students would complete a 2 semester course in one semester. The request will need to be made to [isvacounseling@responsived.com](mailto:isvacounseling@responsived.com) within the first 4 weeks of their start date. A member of the counseling team will schedule time to review your schedule and make adjustments to course start and end dates to help students get back on track for graduation.

**Please note:** These courses have a shorter timeline of completion and accelerated pacing during the allotted time frame. In the event that the student does NOT complete the course by the end date, the final grade will be captured for the course and added to the transcript. These courses cannot be extended past their course end date. EOC's are not included as an accelerated course.

Not all requests will be granted as we need to ensure that students have enough time to work in the courses during the semester in order to be successful with completion.

## Credit Recovery Courses

iSVA offers credit recovery courses to enrolled students. Credit recovery courses are for those students who have previously taken the course and were not successful in earning credit. This does not apply to attendance failures. When the Counseling department reviews your schedule, they will notify you of courses that are eligible for credit recovery. Students are notified and will need to accept the credit recovery course(s) in addition to their current schedule.

Credit recovery courses are on a 3 week schedule. Students will complete an 80 question study guide and earn a 70% or higher in order to schedule their exam. Exams are proctored online while on camera with a member of the Credit Recovery team at iSVA. In the event that the student does not engage in the credit recovery course during the time frame listed, the course will be dropped from their schedule.

## Credit by Exam (CBE)

Currently enrolled students in grades 6-8 are provided the opportunity to request Credit by Examination (CBE) at iSVA. Credit by Examination provides for grade level acceleration in grades 6-8 with **no prior instruction** in the grade level or course. Students would need to meet specific eligibility requirements in order to qualify for the program. This is a great opportunity for students who may have been retained at any given point. Please contact the Counseling department at [isvacounseling@responsived.com](mailto:isvacounseling@responsived.com) to discuss eligibility, the application process, and the district CBE dates.

## Summer School

iSVA may offer a summer credit recovery program to current students in grades 9-12. There are certain courses that are available to recover credit. Students will need to meet criteria in order to be eligible for this program. In the spring, the Counseling department will review student records and reach out to students who are eligible for the program. Requests can be made to [isvacounseling@responsived.com](mailto:isvacounseling@responsived.com) to determine the best course of action for current students to gain credit in courses previously taken and not passed.

iSVA also uses a third party for students to utilize acceleration or summer school options. This must be pre-approved before the student enrolls and provides a final transcript for iSVA to apply to current records. A student may not earn more than 2 credits during the summer school session.

## Flexible and Personalized

iSVA is designed around a one-to-one model. Students have access to Teachers and Success Coaches from 9:00am - 4:00pm CST, Monday through Friday. Some high school teachers are available for evening office hours, which may adjust availability on Friday. This information can be found on teachers' landing pages. Students are expected to visit the virtual offices to ask questions and receive personalized assistance.

We provide students with multiple options for accessing academic support, depending on their individual needs. Some of the highlights of our program are:

- Asynchronous Courses that can be accessed 24/7 and students can work ahead on coursework
- Online one-to-one, customized teacher instruction
- Individualized Supports provided in accordance with a student's 504 Plan or IEP
- Mandatory tutorials, as assigned
- Personalized support from student Success Coaches
- Test Prep, as assigned
- Synchronized classes, as assigned

## **Live Classes & On-Camera Requirements**

Some courses may require live class attendance. Students may have the option to attend either in person or recording of the live class. If attendance in a class is required, the notice will be communicated through email to both the student and parent. Attendance logs from these sessions are used to track active participation in assigned courses.

Students in grades 6-8 are required to be on camera when the student meets with staff and while attending live class instruction.

## **Course Materials**

Students are required to have basic school supplies like pens, paper, index cards and graph paper for iSVA, just like in a brick-and-mortar classroom. Some classes will also require basic household supplies like tweezers, string, and paper plates. Teachers will provide supply lists for their classes in the event that materials are needed.

## **STUDENT ENGAGEMENT**

### **School Engagement**

iSVA students are assigned a Success Coach to promote school engagement and monitor course progress. The role of a Success Coach is to help each student navigate the online school, achieve success in each course, and prepare to become a citizen of the world. To achieve this goal, the Success Coach will make frequent contact with students and parents. The communications must be responded to in a timely manner. Students are encouraged to communicate regularly, but no less than once every two weeks, with their Success Coach. The Success Coach is the first point of contact for questions. They are available by phone, text, email and virtual classroom.

Students who are behind or failing may be required to attend regular conferences with staff.

### **Clubs**

Clubs are a key part of our virtual school community, deepening relationships and providing students with the opportunity to work collaboratively. Through our virtual clubs, students can socialize with other students who share the same interests, talents, and goals. Students gather

in a stimulating, inviting, and secure online environment, where they talk to each other in real time and dive more deeply into subjects that interest them. Under the guidance of experienced, dynamic staff, students work together on club projects and activities. Clubs are optional.

During club activities, students are expected to adhere to behavior expectations as set forth in the ResponsiveEd Parent/Student Handbook and remain subject to the Student Code of Conduct.

## **Virtual Field Trips**

Led by iSVA faculty, students in our virtual community are able to embark on virtual field trips right from their own corner of the world. Students join small breakout groups based on grade level to engage in thoughtful, topic-related discussions and then tour the chosen location. Field trips will focus on making learning fun, live, and engaging. Virtual Field Trips may be required in some cases, and in those cases are considered mandatory live classes.

During virtual field trips, students are expected to adhere to behavior expectations as set forth in the ResponsiveEd Parent/Student Handbook and remain subject to the Student Code of Conduct.

## **PARENT ENGAGEMENT**

### **Parent Engagement**

iSVA welcomes parents and guardians to be involved in their child's education, and to become part of the school community. At the same time, iSVA expects all community members, including parents/guardians, staff, and students, to treat one another with dignity and respect, and to show respect and courtesy towards others, including in the virtual environment and electronic communications.

Parents and guardians and other school community members are expected to act in an appropriate, courteous, and professional manner toward school faculty, staff, and other students. This expectation applies to all types of interactions, including electronic communications, phone calls and the virtual environment. Any person who engages in inappropriate conduct will first be given a warning. Inappropriate conduct includes (but is not limited to) threatening or other unprofessional conduct, and using vulgar, abusive, offensive, or obscene language or gestures towards staff, either in person or in electronic communications. Should the conduct persist, iSVA will take immediate protective action to limit or access to iSVA staff and the school environment (virtual or otherwise). Such action may include a communication plan limiting contact with iSVA staff and/or the frequency and means of communication. If there are grounds to believe that the conduct constitutes criminal harassment under Texas Penal Code 42.07(a)(7), iSVA will report the conduct to local law enforcement.

## GRADING POLICIES

### iSVA Grading Scale

Grade	Percent
A	$\geq 89.45$
B	$\geq 79.45$
C	$\geq 69.45$
F	$\leq 69.44$

### Grading Information

Students are graded on gradable assignments in a course. Mastery must be met on assignments in order to progress through the course.

Students are allowed up to three attempts on quizzes and tests with the overall grade for that assignment being the average of the submitted attempts. Accessing the third attempt will require 1:1 instruction with the teacher. Students must meet with the teacher to review the area(s) not yet mastered in order for the third attempt to be given.

Zeros are automatically entered in the student gradebook the day after the assigned item is due, based on recommended pacing in Buzz. The zero will count in the grade until the assignment is completed by the student. The zero is part of the student's average until the assignment is completed by the student. Students have until the last day of the course to complete the item and replace the zero, as long as the student meets the definition of actively participating until the last day.

This zero is solely a placeholder until assignments are completed and is not a penalty.

The auto zeros were put into practice to reflect the current average in the course due to incomplete gradable assignments. Zeros are not final until the last day of the semester or the day of withdrawal.

### Make up Work Policies

Due to the flexibility of our program and automatic zero placeholders, students who miss assignments due to illness or other situations are expected to make up the assignments to get back on pace as soon as possible. Students with extenuating circumstances, such as prolonged illnesses requiring hospitalization, should contact the student Success Coach to determine the best course of action for the student's educational progress.

Students who fall behind 10 or more days from the recommended course pace in each course may be considered as no longer actively participating and could be considered for withdrawal from iSchool Virtual Academy.

## **Inclement Weather**

Students who experience temporary Wi-Fi or internet access outages due to inclement weather at their home will be required to complete any missed work. This may require students to work outside of regularly scheduled school hours.

During state testing and other in-person events, we will close, postpone, or cancel the in-person event if the local school district where the event is taking place cancels school activities because of inclement weather.

## **Report Cards/Transcripts**

Report cards are provided within the online school each quarter. Zeros for incomplete work, based on suggested pacing in the learning management system, are calculated in all report cards. Zeros can be replaced until the last day of the course.

For students in Grades 6-8, for yearlong courses, report cards are a snapshot for each 9 weeks (Quarter) grading period. The grade issued on the report card for the 4<sup>th</sup> nine weeks (course end date, Semester 2) is the grade that counts toward student promotion.

For students in high school courses, report cards for the 1st Quarter and the 3rd Quarter are provided as a snapshot in time of how a student has performed in courses when the end of the reporting period occurs and do not go on a student's transcript. Report cards for the end of the 1st and 2nd Semesters include final grades and credit earned for those grading periods.

High school courses are recorded on transcripts which is a permanent school record that cannot be altered. Transcripts show the official grade for the credit that is awarded for a high school course.

Final course report cards are issued within 10 days of the course end date.

## **Transcript Requests (Official)**

Students and parents are able to access their unofficial transcripts on their student dashboard in Genius.

Official transcripts are requested and fulfilled through Parchment. The requests are sent digitally to the college or university that you select. There is a \$7 fee for each official transcript that is requested. Please use the following link to access Parchment and create your account, [HERE](#). The requests can also be mailed to the location that you provide for an additional fee.

## **Promotion and Retention (Grades 6-8)**

Chapter 70. Technology-Based Instruction Subchapter AA. Commissioner's Rules Concerning the Texas Virtual School Network (TxVSN)

Successful program completion-The term that applies when a student in Grades 6-8 has demonstrated academic proficiency and has earned a minimum passing grade of 70 or above



on a 100-point scale, as assigned by the properly credentialed online teacher(s) for the educational program, sufficient for promotion to the next grade level.

To be promoted from one grade level to the next, students shall obtain an overall average of 70 or above in all four core subjects (Math, ELA, Science and History).

In addition, it is recommended that students receive an Approaches Grade Level or higher on the State Assessment for their grade level. If both of these criteria are not met, a committee led by the Campus Director will determine if summer school and/or retention is required. Decisions of the committee are final.

## **Earning Credit for High School Courses**

A student must earn a minimum average grade that is the equivalent of 70 on a scale of 100 to pass a course and be awarded credit.

The district typically awards credit for a full-credit high school course on a semester-by-semester basis. If a student passes one semester but fails the other semester, credit shall be awarded for the semester passed. However, the district reserves the right to average the two semesters of a full-year course and award credit for the entire course, with a passing grade, if and when deemed appropriate. A student may not earn more than 12 credits in one year without administrative approval.

## **Academic Integrity**

Students at iSVA have an obligation to maintain the highest standard of honesty in their work. Plagiarism and cheating are serious offenses that violate our Code of Conduct and will result in immediate administrative action. This includes copying and pasting text from any source without proper citation, using AI tools to generate work that is not your own, or using a website to retrieve answers on assessments.

Consequences for such violations may include, but are not limited to:

- a failing grade on the assignment,
- a failing grade in the course,
- and/or further disciplinary measures as determined by the administration.

## **COURSE SCHEDULING & CHANGES**

### **Course Scheduling, Grades 9-12**

A member of the Counseling team will be reviewing the students' endorsement selection and creating a Personal Graduation Plan (PGP) with courses offered at iSVA that meet their graduation requirements. Students are enrolled in 7 courses each semester in order to meet the iSVA attendance policy as a full time student.

Graduating seniors who will finish graduation requirements in one semester will be scheduled in at least 4 courses in order to meet full time attendance at iSVA.

## Course Change Requests, Grades 7 & 8

Students have an opportunity to request schedule changes if the request is made within fifteen school days of the approved start date. Please understand that the request to change your course(s) may not be granted. Your request could require further conversation or could be denied based upon review.

In the event that you want to make any changes, this would apply only to elective courses. The core courses are required. Please complete the following form [HERE](#) if you need to request a course change.

## Course Change Requests, Grades 9-12

Students have an opportunity to request schedule changes if the request is made within five school days of the approved start date. Please understand that the request to change your course(s) may not be granted. The Counseling team has created your schedule based on a Personal Graduation Plan (PGP) that aligns with what is needed in order for students to meet graduation requirements. Your request could require further conversation or could be denied based upon review.

In the event that you want to make any changes, this would apply only to elective courses. The core courses needed are required as part of your graduation plan. Please review the Academic Course Catalog, [HERE](#). This will provide you more information on other elective options. Please complete the following form [HERE](#) if you need to request a course change.

Keep in mind that if a course change request is approved, you are not able to make another request for a change. You will need to complete and pass the course that you requested. No additional changes can be made.

If a request is made after the 5-day grace period, the only option is to stay enrolled in the course and continue making academic progress in order to earn credit.

The only exception to this is for students who have previously taken the course and passed. We will need this to be identified as soon as possible in order to update your records, schedule and PGP.

## Course Adds

Students in grades 9-11 are eligible to add up to 3 courses each semester if the following criteria has been met:

1. The student has completed  $\frac{1}{2}$  of their assigned courses when the request is made;
2. the student is on pace in all other assigned courses;
3. the request is made before the final add date mentioned below.

**Fall Final ADD Date: October 24th**

**Spring Final ADD Date: March 13th**

Students who add courses will need to complete these courses by the course end date/end of the semester.

Please notify the Counseling team at [isvacounseling@responsived.com](mailto:isvacounseling@responsived.com) for this request.

## STATE TESTING

### Mandatory State Testing

Per TxVSN Policy 70.1023

All public school students are **REQUIRED** to take the State of Texas Assessments of Academic Readiness (STAAR) exams. These tests are administered in person at a monitored test site as set out in the [Texas Education Code chapter 39](#) and [19 Texas Administrative Code chapter 101](#). The Texas Education Agency (TEA) publishes detailed information on their [STAAR assessment website](#). There is no "virtual" option for the Texas assessment program.

iSchool Virtual Academy adheres to the standards set forth by the Texas Education Agency, therefore all enrolled students must attend mandatory state testing assignments. There is no option to permit your child to opt-out of state mandated testing. Parents are responsible for transportation to and from all in-person testing, regardless of distance, at their own expense. This includes State of Texas Assessments of Academic Readiness (STAAR) and End-of-Course Exams for Grades 6-12 and the Texas English Language Proficiency Assessment System (TELPAS) for Emergent Bilingual Learners.

Please review our testing guide for more specific information related to testing.  
[iSVA Family State Testing Guide](#)

Students are placed in testing sites as close as reasonably possible to the home address on file; however, test sites could be up to 2 hours away from the home address. In the event that your address has changed, it is imperative that you notify our Operations team.

Students are required to update their online school account to include a photo. This picture will be used to authenticate your identity when it comes to state testing and any other in-person events. A link to the job aid on how this is done can be found here:

[Job Aid: Uploading Student Photo in Genius](#)

### Mandatory Tutorials

Mandatory tutorials are required based on state law, campus discretion, and the guidelines provided by the Texas Education Agency. Any student who did not attend/ pass STAAR tested subjects in grades 6–8 or EOC assessments, will receive accelerated instruction as set by the guidance in HB 1416.

## **Mandatory STAAR Prep**

Eligibility for End-Of-Course assessments in grades 9-12, is determined by the completion of 90% of the course. iSVA students who are scheduled to take a STAAR tested subject during the year are required to attend all test prep sessions. These sessions are conducted live, but will be recorded for those who are unable to attend. Attendance is recorded for these sessions and must be watched for the full duration in order for the student to be marked present.

## **GRADUATION INFORMATION**

### **Graduation**

Students who are scheduled to graduate in the Spring, will have course end dates two weeks prior to the last day of school. These end dates cannot be changed. All requirements for graduation must be met by the course end date. All data must be verified before graduation. A student may participate in graduation ceremonies and activities only when the student has satisfactorily completed all required coursework/credit.

### **Valedictorian/Salutatorian Eligibility**

The following is the selection method to determine the valedictorian and salutatorian for the school:

1. The student who is selected as the highest-ranking graduate eligible to receive the Honor Graduate Certificate will serve as valedictorian, with the second highest-ranking graduate serving as salutatorian.
2. Both the valedictorian and salutatorian must have been enrolled in the district school for no less than three consecutive calendar semesters with no breaks in enrollment or all semesters the school has been open, if fewer than three consecutive calendar semesters. In addition, an administrative committee will review, on a case-by-case basis, situations that may arise relating to the enrollment criteria. A typical committee would consist of the district graduation specialist, the VP of Academics, District Data representative, Brand Superintendent and/or Regional Director. All committee decisions will be final.
3. By the date of graduation, both the valedictorian and salutatorian must have met all Texas State Graduation requirements, including the passing of all state assessment requirements. A student qualified to graduate via an Individualized Graduation Committee (IGC) shall not be eligible for valedictorian/salutatorian honors. In addition, students seeking to be considered for this honor cannot utilize the LOTE substitution unless deemed necessary by the student's 504 or ARD committee.
4. The student with the highest cumulative grade point average (GPA) graduating under the Recommended, Distinguished Achievement Plan, or the Foundation HSP, Distinguished Level of Achievement will be selected as valedictorian, with the second-ranking student serving as salutatorian. Under no circumstance will a student with a higher GPA who is graduating under the Minimum Graduation Program or the Foundation HSP with no endorsement rank higher than a student graduating under the Recommended,

Distinguished Achievement Plan, or the Foundation HSP Distinguished Level of Achievement.

5. In the case where no students are graduating under the Recommended, Distinguished Achievement Plan, or the Foundation HSP with Endorsement, Distinguished Level of Achievement, the student with the highest cumulative GPA out of all graduating seniors will be selected valedictorian, and the student with the next highest GPA will serve as salutatorian. If no qualifying student has a 3.0 or higher GPA, no honor graduate will be awarded. Valedictorians and salutatorians graduating outside of these plans will not receive an honor graduate certificate.

All calculations for this honor will be conducted at the end of the spring semester (before graduation) each school year.

Any student wanting to be considered for this honor must have completed all coursework on or before the assigned course end date. An eligible student must have attended at least one of the calendar semesters during the school year that the honor is granted. Grade point average will be calculated in accordance with the existing policy adopted by the Board of Trustees.

## **Assessment Graduation Requirements**

A student who has failed the End-of-Course (EOC) assessment graduation requirements for no more than two courses may receive a Texas high school diploma if the student has qualified to graduate by means of an Individual Graduation Committee (IGC). A student may not graduate under an IGC if the student did not take each required EOC assessment or a commissioner-approved substitute assessment for each course for which there is an EOC assessment. The IGC option is for EOC students only. Prior state assessments do not qualify for this option.

In order to be eligible for graduation through IGC, a student must have:

1. successfully completed the curriculum requirements for high school graduation applicable to the student when the student entered Grade 9; and
2. not performed satisfactorily on an assessment instrument or a part of an assessment instrument required for high school graduation, including an alternate assessment instrument offered under Section 39.025 (c-1).

## **SECTION III: TECHNOLOGY INFORMATION**

### **Distribution of School Documents**

iSVA uses a student information system, Genius, to disseminate information, announcements and documents to students and parents. Students and parents, if the student is under 18 years of age, must login to Genius and read all announcements and messages to remain current on school needs and progress.

## School-Issued Devices

Students may request a school-issued device in the event that they do not have access to a Chromebook or computer. Please use the following link to the ResponsiveEd Student Equipment Assignment Agreement, [HERE](#).

Students who request an iSVA-provided device, such as a Chromebook, are responsible for replacing the device if it is damaged, for a fee of \$250 that is payable via check or money order.

When students choose to withdraw or have been administratively withdrawn from iSVA, all school-issued equipment must be returned. We will provide you with a prepaid shipping label in order to make the return process easy. It is best for you to keep the original packaging from when you received the device in order to protect these materials. This device needs to be returned in a timely manner.

**Please note:** Non-reported problems with school-issued Chromebooks do not prevent withdrawal due to student inactivity.

## Internet Connection

With a student being enrolled in a virtual program, it is the parent, guardian or adult student's responsibility to have access to a reliable internet connection in order to access coursework at iSVA. This is not provided by the school.

**Please note:** The lack of student activity due to internet access does not prevent withdrawal based on the attendance policy.

## Technology Issues: School-Issued Devices

Your students' assigned Success Coach is the first point of contact with troubleshooting any technology issue that may occur on a school-issued device. The Success Coach will be able to help resolve the issue or escalate it to the IS Support team in the event that the issue requires more technical support. When the IS Support team gets involved, the parent/guardian will work directly with a member of the Support team to troubleshoot the technical issues. This team uses remote diagnostic tools that allow them to remotely access school-issued devices to help troubleshoot.

**Please note:** Non-reported problems with school-issued Chromebooks do not prevent withdrawal due to student inactivity.

## Technology Issues: Parent-Provided Devices

Your student's assigned Success Coach will be able to support only technology issues that could be **iSVA system-related and would not be able to support technical needs on personal devices.**

The basic technical requirements are as follows:

- Chromebook (preferred), laptop or desktop
  - Macs, tablets, and iPads may experience issues in some courses. Phones and tablets are not fully compatible as devices for course access.
- High-speed broadband or cable connection internet
- Sound card, microphone, and webcam
- Windows 10 or higher
- Supported browsers: Chrome and Firefox
- Adobe reader software
- Media player

## Technology Data and Security Practices for iSVA

ResponsiveEd places a high priority on Data Privacy and Security and has partnered with Google for Education to achieve these goals. Google is building products that protect the privacy of students and educators, and provide best-in-class security for our institution.

Customer data—The Google Workspace for Education editions, which include Meet, do not use customer data for advertising. Google Cloud does not sell customer data to third parties. Meet does not have user attention-tracking features or software.

Required approval for external participants—Only the meeting creator can see and approve requests to join the video meeting from participants from outside of the school's domain.

Block Google Hangouts and Google Chat—As an additional security precaution, Google Hangouts and Google Chat have been disabled for all school-issued Student Chromebooks.

Regular audits—ResponsiveEd and Google both undergo regular rigorous security and privacy audits.

## Acceptable Use Guidelines for Computer Resources and Technology

As with all policies set forth in the ResponsiveEd Parent Student Handbook, iSVA students remain at all times subject to the ResponsiveEd Parent Student Handbook policies regarding Computer Resources, Web Learning Tools, and Network Services Acceptable Use Guidelines and should familiarize themselves with those guidelines.

[ResponsiveEd Parent/Student Handbook](#)

## Social Media

The purpose of the Parent Support Facebook page is to provide an online community for parents, students, and staff to share helpful information, updates, and goals to offer and seek support; and to showcase our students and our school. Keeping this in mind:

- We encourage you to ask questions, share information, and form connections with other parents/guardians. We do request that discussions on the page be kept to that directly concerning our school community.
- We encourage and appreciate posts that *constructively* raise issues for discussion.

- Please keep in mind that Facebook *should not* serve as a substitute for communication with teachers, success coaches, counselors and iSVA staff. The iSVA staff who are members of the parent page are there to help, but good communication with teachers and coaches outside of the Facebook page should be the primary way to bring up questions and concerns regarding your child's academic progress.
- Please use appropriate language when posting, keeping in mind that we do have students who are members of this group.
- We ask that you refrain from posting about problems, concerns, or conflicts with individual teachers, administrators, students or parents. We will immediately remove posts from school social media that in any way put down or discriminate against individuals.
- Any inflammatory posts that make allegations against individuals or organizations will also be deleted.
- The iSVA Facebook administrators reserve the right to delete comments and block users who post inflammatory messages about the school or individuals, or mention staff, teachers, or any other person by title or name. Administrators also reserve the right to remove users who do not adhere to the rules stated above.

ResponsiveEd Texas' social media sites (including Facebook, Instagram and YouTube) are intended to serve as informational outlets for the community and platforms to showcase our students, staff and school. Inaccurate, threatening, and/or inappropriate posts including comments involving ResponsiveEd social media accounts or involving any social media account that is not an authorized account (including a social media account that appears to be related to ResponsiveEd or a school by using or referencing the ResponsiveEd name, any school name, references any school-sponsored activity or uses any ResponsiveEd or school mark, logo, or image) may be reported to the relevant social media provider and law enforcement authorities. ResponsiveEd students involved in such behavior are subject to disciplinary action.

### **Addendum 1: Student and Parent/Guardian Expectation Agreement**



#### **Student and Parent/Guardian Expectation Agreement**

Online learning requires a student to be motivated and grow toward becoming an independent lifelong learner. iSchool Virtual Academy (iSVA) provides your family access to the curriculum, the online learning platform, and Texas state-certified teachers who help students receive support to be successful.



In order to achieve that success, and because online learning represents a non-traditional learning experience for students, there are certain expectations for students enrolling in iSchool Virtual Academy as well as expectations for parents/guardians. The intent of this Expectation Agreement is to outline these expectations. Please note that iSchool Virtual Academy reserves the right to modify and revise this Agreement and the expectations for students and parents at any time.

## **STUDENT AGREEMENT**

*As a student of iSVA, I am aware that, in addition to the policies and requirements set forth in the ResponsiveEd Student Handbook and the iSVA Supplemental Handbook, I am expected to comply with the following expectations and standards:*

### **Engagement**

1. I accept responsibility for my own learning and success.
2. I will read and follow the ResponsiveEd Student Handbook and the iSVA Student Supplemental Handbook.
3. I understand that to be successful in school virtually, a student should be logging in and completing gradable assignments in all of my assigned courses on or before the due date.
4. I understand that in order to stay enrolled in the school, I must remain actively participating, including turning in assignments on or before the due date in order to stay on pace in the program.
5. I will participate in all state mandated testing, mandatory tutorials, required study halls and live classes as assigned.

### **Coursework**

1. I understand there is flexibility to work ahead or outside of normal school hours, however, there is set pacing with a set start date and end date for each course in the LMS.
2. I will visit my teacher's virtual classroom if I need help with an assignment or as requested.
3. I understand that there will be no extensions given at the end of a semester term or school year to complete a course.
4. I understand that part of the iSVA learning process is practicing and mastering content, as well as the ability to read and follow instructions correctly, and that my grade will be impacted by not following instructions available in the courses.
5. I understand zeros are added in the gradebook for any assignments not completed by the scheduled due date in the LMS. The zero will be removed once the assignment is completed and replaced with the assignment grade.

## **Academic Integrity**

1. I will maintain academic honesty.
2. I will not submit material that is not my personal work as my own.
3. I will not post any of my work or course materials on a separate website.

## **Technology**

1. I will treat any iSVA-issued equipment as my own, be responsible for any damages and return equipment upon completion.
2. I will use the internet and school systems appropriately as outlined in the course materials.
3. I understand that inappropriate use of the internet will not be tolerated.
4. I understand that my work will be checked using a variety of technologies to verify authenticity.

## **Communications**

1. I will address, communicate and respectfully interact with iSVA faculty and staff in a polite and courteous manner appropriate for speaking to adults and educational professionals. The tone of emails, texts, and phone conversations must be respectful.
2. Appropriate language and message content are expected at all times.
3. I will speak to or communicate with my Teachers and Success Coach on a regular basis, no less than once every two weeks.
4. I will read and return any Teacher, Success Coach and/or iSVA communications as requested.
5. I understand that iSVA can monitor, retrieve, and print student work, comments and messages at any time.
6. I will not use obscene, profane, threatening, inappropriate or disrespectful language or images in any communications with iSVA faculty, staff and students.
7. I understand that all communications with other students in any forum, email, discussion posts, etc., must be polite, courteous, respectful and appropriate for the educational environment.
8. I understand that communications will be sent to my Responsiveed email address and that messages sent to iSVA staff should originate from my Responsiveed email address.

## **Consequences**

I understand that I am subject to discipline as outlined in the ResponsiveEd Student Handbook including the Student Code of Conduct, the iSVA Supplemental Handbook, and this Expectation Agreement, which includes expulsion, for failing to meet the requirements outlined.

## **PARENT/GUARDIAN AGREEMENT**

*As a parent or legal guardian of a student enrolled at iSVA, I understand and agree to adhere to the following expectations and standards:*

### **Engagement**

1. I will ensure that my student is logging in and completing assignments regularly in order to complete by the end date of the course.
2. I will ensure that my student is present for and participates in all state mandated testing assignments, mandatory tutorials, required study halls and live classes as assigned.
3. I understand that I am provided account access to view my student's progress and that I am responsible for monitoring grades and ensuring my student is on pace to complete the course by the end date.

### **Coursework**

1. I understand that there is a definite course start date and a definite end date.
2. I understand that there will be no extensions given at the end of the semester term or school year for any iSVA course.
3. I understand I will need to purchase school supplies for some courses, just as I would need to do in a traditional brick-and-mortar classroom.
4. I will ensure that my student attends any required synchronous events.
5. I understand that I would be responsible for any cost or expense associated with any optional live field trips organized by iSVA.
6. I understand and agree that my student can be in a group for mandatory tutoring/accelerated instruction in groups greater than 3.

### **Academic Integrity**

1. I will ensure that my student maintains academic honesty. I will ensure that my student does not submit work that is not my student's personal work.
2. I will not use my student's logins to the iSVA systems.

### **Technology**

1. I understand that students will need a reliable device and reliable internet connection.

### **Communications**

1. I will ensure that my student speaks to or communicates with their Teachers and Success Coach on a regular basis.

2. I will be professional and respectful when engaging with staff at iSchool Virtual Academy. This includes communication via phone, text, email, social media and online meetings with staff.
3. I understand that I am required to check and read all school communications.
4. I will read and return any Teacher, Success Coach, or iSVA communications as requested.
5. I will update iSVA on all changes to a phone number or address.

### **Parent/Guardian Communications and Expectations**

iSVA welcomes parents and guardians to be involved in their child's education, and to become part of the school community. At the same time, iSVA expects all community members, including parents/guardians, staff, and students, to treat one another with dignity and respect, and to show respect and courtesy towards others, including in the virtual environment and electronic communications.

Parents and guardians and other school community members are expected to act in an appropriate, courteous, and professional manner toward school faculty, staff, and other students. This expectation applies to all types of interactions, including electronic communications, phone calls and the virtual environment. Any person who engages in inappropriate conduct will first be given a warning. Inappropriate conduct includes (but is not limited to) threatening or other unprofessional conduct, and using vulgar, abusive, offensive, or obscene language or gestures towards staff, either in person or in electronic communications. Should the conduct persist, iSVA will take immediate protective action to limit or access to iSVA staff and the school environment (virtual or otherwise). Such action may include a communication plan limiting contact with iSVA staff and/or the frequency and means of communication. If there are grounds to believe that the conduct constitutes criminal harassment under Texas Penal Code 42.07(a)(7), iSVA will report the conduct to local law enforcement.

### **Consequences**

I understand that my student is subject to discipline as outlined in the ResponsiveEd Student Handbook, the iSVA Supplemental Handbook, and this Expectation Agreement up to expulsion, for failing to meet the requirements outlined. Students who fail to comply with the above expectations and standards will first be given an email warning and the student's parent/guardian will be notified of the failure to comply.