

# *Bellingham Virtual Learning*

## Student Expectations and Guidelines for Success

### **Students Must Maintain Weekly Contact**

**According to Washington State law, students must have weekly personal contact with their instructors.** Direct personal contact shall be for the purposes of instruction, review of assignments, testing, reporting of student progress, or other learning activities.

Students are required to maintain contact a minimum of once a week.

In Bellingham Virtual Learning, the student-maintained direct personal contact requirement can be fulfilled by a two-way exchange with the instructor, such as:

- ✓ An assignment/ test/ activity posted to Blackboard that an instructor grades and/or provides feedback on
- ✓ Participation in a discussion board, blog or chat with the instructor
- ✓ Face-to-face meeting with the instructor
- ✓ E-mail exchange with the instructor – explaining, for example, progress being made in the course or to ask a question
- ✓ Phone call with the instructor
- ✓ An e-mail or phone call with student and parent or guardian to the instructor
- ✓ Instant messaging with the instructor
- ✓ Interactive video communication with the instructor
- ✓ Other means of digital communication with the instructor.

Again, maintaining weekly contact with the instructor is a basic requirement of BVL and the responsibility of the student. Students who fail to do so are in noncompliance with BVL rules of participation.

### **Students Must Maintain Regular Progress**

One of the advantages of BVL is that it allows for a flexible learning environment. Students may work on their assignments when and where they would like. At the same time, though, **Washington State Law requires students to make academic progress in their online courses.** Student progress will be evaluated against progress benchmarks which are clearly defined in the course for each month. In addition to the course schedule, these benchmarks may also come in the form of lesson, unit, assignment and/or assessment completion dates. These established progress benchmarks will allow teachers and students to assess the students' educational progress in meeting the course learning standards. At a minimum, students must turn in at least one assignment per week to maintain a status of "making monthly progress," but will need to complete all the instructor is asking for each week in order to complete the course on time.

### **Intervention Plans and Contracts**

Students who do not meet progress and course schedule benchmarks will be placed on a student intervention plan (also called a "student success plan"). Students who do not

respond to teacher interventions will be placed on a contract. Failure to meet the requirements of the contract will result in removal from the course with a failing grade. Any student not making progress at any point in the course for more than 21 days may be removed from the course at the discretion of BVL administration.

### **Get Started!**

You must login and turn in assignments immediately to establish and maintain contact with your teacher. Schedule time to work on your classes right away! During the first couple of weeks you will be held to an even tighter schedule of progress to help you be successful or get back into the classroom at your school with no penalty.

### **Dropping a Class**

You have until a pre-established date of each semester to drop without penalty. As with any other class, if you drop after this date you will receive an F grade on your transcripts. Check on these dates through your school counselor and/or the BVL website. If you do need to drop a BVL course, contact your school counselor.

### **Change in information:**

Please notify your online teacher, school counselor, and student support specialist if any of your personal information changes. This especially includes:

- Email address
- Parent email address
- Home phone
- Cell phone

### **Contact / Further help**

For Technical Assistance:

[http://www2.spokaneschools.org/onlinelearning/student\\_support.php](http://www2.spokaneschools.org/onlinelearning/student_support.php)

<http://www2.spokaneschools.org/onlinelearning/staff.php#admin>

For Assistance or Support with your coursework:

Start with your online teacher! If you need further assistance, contact your school's student support specialist, and/or your school counselor.

For Questions about the Bellingham Virtual Learning program:

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