

**Mr. Ike Haynes, Superintendent**



Jefferson Davis County School District  
P.O. Box 1197 / 1025 3<sup>rd</sup> Street  
Phone: 601-792-2738 / FAX 601-792-2251  
Prentiss, Mississippi 39474

**Positive Attitudes! High Expectations!! Accountability!!!**

### **Virtual Learning Commitment 2021-2022**

Parents, students, teachers, and administrators are required to sign the virtual learning commitment and return a completed copy to [rhilton@jdcisd.org](mailto:rhilton@jdcisd.org) If students are quarantined at any point, they will be expected to follow the virtual guidelines in order to complete assignments.

To all, remember that virtual learning is not private. As a virtual learner, there are additional rules and expectations regarding online behavior. All virtual participants are subject to Jefferson Davis County School District policies. Access to virtual learning must be utilized in a responsible, ethical, safe, and legal manner.

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#### **Students will:**

- Log in to their assigned learning platform, for example Google Meet, Zoom, or Edgenuity on time daily.
- Follow your academic schedule.
- Required to participate in 330 minutes of daily virtual instruction.
- Position yourself in the view of the camera.
- Dress appropriately.
- Students will be counted absent if:
  - You are not logged in for the entire class period.
  - You fail to log in.
- Be respectful of your peers and teachers.
- Student's progress will be evaluated per grading period for the following criteria. If criteria is not met a conference will be held to determine if the student will continue to participate in the virtual process.
  - 95% or greater completion of ALL assignments by deadline
  - Less than 5 absences per nine weeks
  - A "C" or above average in all classes.
  - No disciplinary infractions
- Do not post discriminatory, harassing, or threatening messages or images
- Students will not share usernames and passwords or search for inappropriate content
- Students will not unmute their computer unless instructed to do so by the teacher.

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#### **Parents will:**

- Provide a safe nurturing learning environment.
- Ensure that student logs into class on time daily
- Supervise and monitor your child's progress
- Communicate with the teacher areas of concerns or the need for additional support
- Ensure that student submits assignments by deadlines
- Provide student with reliable internet access, a printer, and headphones
- Provide transportation to campus when diagnostic, summative, and state assessments are scheduled or if your child has an individualized education plan to receive tutorials or accommodations
- Parents will not use inappropriate language and be mindful of what is in view of the camera
- Remember that in-person learners are present and a subject to seeing and hearing communications in your home
- Students will not be allowed to switch back and forth between in-person and virtual learning. Subject to a conference if student does not meet the criteria to continue as a virtual learner
- Sign Virtual Learning Commitment and the Acceptable Internet Usage Policy

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**Teachers will:**

- Utilize the learning management system as assigned by the district
- Check attendance daily; logged and submitted to their principal weekly
- Notify principal/ virtual administrator of student(s) with 2 consecutive virtual absences
- Contact parents of absent students at the end of each day to reiterate the attendance policy
- Provide 330 minutes of synchronous instruction; Design small group sessions
- Provide students and parents with explicit details of your virtual classroom expectations
- Inform students and parent of important dates and times
- Record lessons
- Communicate with virtual families via schoolstatus

**Building Level Administrator(s) will:**

- Collect weekly attendance reports from each teacher that teaches students that are listed on the current "virtual learning" roster (scan and email to virtual administrator)
- Ensure that students are receiving 330 minutes of instruction
- File signed Acceptable Usage Policies by grade level in your office
- File signed copy of parent/student commitment to virtual learning in your office
- Monitor virtual students' attendance
- Forward completed virtual learning applications to the virtual administrator in a timely manner
- Communicate virtual concerns/suggestions/requests via google docs (to be provided by virtual administrator)
- Observe virtual classes during school/district wide closures
- Submit a virtual plan specific to their campus.
- Provide virtual administrator with links to teacher's learning platforms, if they are teaching district approved virtual learners.

**Virtual Administrator will:**

- Collect daily attendance logs from campus administrators (weekly)
- Address concerns of virtual students and parents
- Support needs and concerns of virtual teachers
- Monitor LMS to measure instructional minutes
- Check-in with virtual families
- Announce dates to opt-in to virtual learning
- Schedule review meetings to determine the progress of each virtual learner.
- Report to the superintendent

**Please sign**

\_\_\_\_\_  
Student

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Teacher

\_\_\_\_\_  
Principal  
Roma Hiltner, Ph.D.  
Virtual Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date  
9/8/2021

\_\_\_\_\_  
Date