



Handbook

Portrait of a Successful CFISD Virtual Learner

Students enrolled in Temporary Virtual Learning will increase their opportunity for virtual learning success if they possess the following characteristics:

- Uses time wisely and needs little supervision
- Self-motivated and self-disciplined
- Proactive, independent learner
- Strong reader and writer
- Advocates respectfully and effectively for themselves
- Communicates and collaborates comfortably with teachers and peers
- Proficient in the use of technology, virtual learning tools, and Schoology

Effective virtual learning requires a unique skill set. Parents are encouraged to ascertain their child's level of desire, motivation, and internal skill set before committing to online learning. Our goal is success for every student.

Parent/Guardian & Student Expectations

Parents/guardians (or other responsible adults) serve a critical role in helping to facilitate learning and ensure their student's academic success.

Temporary Virtual Learning program will provide whole group, small group, and individualized instruction via Zoom sessions and online resources. Students are expected to meet with teachers daily during scheduled, synchronous Zoom sessions. Students will also complete work asynchronously.

Synchronous learning is two-way, real-time, live instruction between teachers and students through computers or other electronic devices.

Asynchronous learning is a curricular experience where students independently engage in the learning materials without real-time communication. Students may reach out to the teacher via the computer or other electronic devices for questions and clarification.

Some students may find virtual learning challenging and need increased parental/guardian supervision. Our goal is success for every student, and parents/guardians play a vital role in ensuring such success. The level of parent/guardian involvement will vary per child and grade level.

Parents/Guardians must ensure these student expectations are followed daily:

During synchronous instruction, students are expected to:

- Enter the virtual classroom with all materials promptly at the beginning of class. Tardies will be counted.
- Keep their camera on, with their face visible during class unless directed otherwise by their teacher.
- Display their first and last name as their screen name.
- Keep their microphone muted, except when directed otherwise by their teacher.
- Dress appropriately for school, following the CFISD dress code.
- Maintain an appropriate background during live Zoom sessions.
- Engage from an appropriate learning location (a desk or table) that provides space for classroom materials.
- Limit distractions from learning, including visiting other websites/programs, watching television, using cell phones, or engaging in other activities unrelated to learning.
- Adhere to the schedule provided to them by the teacher.
- Engage, be respectful, collaborate, and cooperate with their teacher and classmates.
- Attend class each day and maintain excellent attendance. Temporary Virtual Learning students will follow the same attendance criteria as on-campus students.
- Participate in accelerated learning, if required, based on previous STAAR performance.

Eligibility

Students must meet the following criteria to be eligible to apply for Temporary Virtual Learning:

- Entering grades K-6 and living within the attendance boundaries of CFISD, and
- Meet the application deadline.

Admission

By enrolling in Temporary Virtual Learning, parents commit to online learning for the first marking period. In-person instruction is available to all students at their home campus. Students returning to in-person instruction will return to their home campus for the remainder of the 2021-2022 school year.

Return to In-person Learning

Students may be required to return to in-person instruction before the end of the first marking period if they:

- Have three (3) or more absences, or
- Fail to meet student expectations as outlined in the Parent/Guardian & Student Expectations section of this handbook.

Policies, Handbooks & Forms

This handbook is supplemental to the policies and procedures of Cypress-Fairbanks ISD published in Board policy, CFISD handbooks, and forms. Additional information may be found in the [CFISD Student Handbook and CFISD Code of Conduct](#).

Students enrolled in Temporary Virtual Learning are subject to all the rules, regulations, policies, and procedures of CFISD.

Staffing

Students will be taught by CFISD teachers dedicated to Temporary Virtual Learning students.

Attendance

All Temporary Virtual Learning students will be required to participate in live, virtual instruction at designated times during the virtual school day. Attendance policies will mirror policies for face-to-face students, and failure to log on during scheduled synchronous instructional times will count as an absence. Students who do not enter the virtual classroom on time will be counted tardy.

Academic Integrity

Academic dishonesty is defined as any activity involving any type of cheating or plagiarism that occurs in relation to a formal academic exercise. A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct.

Daily Schedule

The school day for students participating in Temporary Virtual Learning will begin at 8:00 am. Virtual students will receive a finalized schedule prior to the first day of instruction. Sample schedules are included below.

Sample Schedule

Kindergarten – Grade 1

30 minutes	Closing the Gap	Students will participate in synchronous and asynchronous instruction focused on closing learning gaps.
120 minutes	Reading/ Writing/ Word Study	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
60 minutes	Integrated Math and Science	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
60 minutes	Lunch/ Recess	Students will have 60 minutes allocated daily for lunch, recess, and a brain break.
60 minutes	PE/ Art/ Music	Students will participate in asynchronous instruction according to teacher direction.
30 minutes	Handwriting/ Fact Fluency	Students will participate in asynchronous instruction according to teacher direction

**Sample Schedule
Grades 2-5**

30 minutes	Closing the Gap	Students will participate in synchronous and asynchronous instruction focused on closing learning gaps.
100 minutes	Reading and Writing	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
60 minutes	Math	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
60 minutes	Science	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
60 minutes	Lunch/ Recess	Students will have 60 minutes allocated daily for lunch, recess, and a brain break.
30 minutes	Accelerated Instruction	Accelerated Instruction time is required for students in Grades 4 & 5 who did not score Approaches or higher on the Spring 2021 Reading, Math, and/or Science STAAR exam.
60 minutes	PE/ Art/ Music	Students will participate in asynchronous instruction according to teacher direction.
30 minutes	Handwriting/ Fact Fluency	Students will participate in asynchronous instruction according to teacher direction

**Sample Schedule
Grade 6**

30 minutes	Closing the Gap	Students will participate in synchronous and asynchronous instruction focused on closing learning gaps.
100 minutes	English Language Arts	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
50 minutes	Math	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
50 minutes	Science	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
40 minutes	Lunch/ Break	Students will have 40 minutes allocated daily for a lunch/brain break.
50 minutes	Social Studies	Students will participate in synchronous and asynchronous instruction as directed by the classroom teacher.
90 minutes	PE/ Art	Students will participate in asynchronous instruction according to teacher direction.
60 minutes	Tutoring/ Accelerated Instruction	Students will receive tutoring support as needed. Accelerated Instruction time is required for students in Grade 6 who did not score Approaches or higher on the Spring 2021 Reading, Math, and/or Science STAAR exam.

Remote Course Offerings-Grade 6

Course descriptions and grade information for grade 6 are detailed in the [Middle School Course Descriptions Booklet](#).

English Language Arts 6 Options: ELAR 6 On-level ELAR 6 K-level ELAR 6 Horizons
Math 6 Options: Math 6 On-level Math 6 K-level Math 6 Horizons
Science 6 Options: Science 6 On-level Science 6 K-level Science 6 Horizons
Social Studies 6 Options: World Cultures On-level World Cultures K-level World Cultures Horizons
Physical Education 6
Art 6

Grading

Grading for all Temporary Virtual Learning classes will follow district grading policies and guidelines.

Technology Requirements

Virtual learning students are expected to participate in scheduled, synchronous Zoom sessions daily. Cypress-Fairbanks ISD has committed to providing a Chromebook and internet access, if needed, to every CFISD student. Parents can find more information

about the district program on the [CFISD LTE 1:1 Learning Together Everywhere](#) web page.

Testing Requirements

Attendance is mandatory at all testing events. Parents must ensure that students participate in all required state and local testing. This testing includes, but is not limited to, all STAAR testing, district-developed assessments, and, as appropriate, the TELPAS assessment for students identified as English Learners. Students may be required to report to a testing center for certain tests.

Special Programs

English Language Learners

For English Learners who participate in virtual learning and qualify for bilingual or ESL services, the district will provide the appropriate linguistic accommodations based on the student's level of English proficiency.

Special Education/Section 504

For students with disabilities who participate in virtual learning, the district will continue to implement the student's IEP/504 Plan to the extent applicable through virtual delivery methods. Upon admission, the student's IEP/504 Committee will convene to determine the services available through the virtual learning platform.

Gifted & Talented (HORIZONS)

CFISD's HORIZONS program is dedicated to providing instruction that meets the needs and interests of academically gifted and talented students. Identified gifted and talented virtual learning students will receive gifted instructional services from teachers who have attained GT training.

Extracurricular Activities

Virtual learning students may not participate in on-campus extracurricular activities, athletics, clubs, organizations, or other activities.