



premier district • teachers • virtual education

The vision of Aiken County Public School District is to be a premier, world-class school system in which every student acquires an excellent education. To honor this vision and our commitment to excellence in education, AIKEN iNNOVATE provides an online collaborative learning environment that promotes high-quality, personalized learning. AIKEN iNNOVATE is a district-sponsored, on-line program serving K-12 ACPSD students.

Parents/Guardians and students who select AIKEN iNNOVATE as their choice for returning to school can expect to have direct instruction provided virtually by local teachers certified in the specific course and/or grade level. Students will engage in scheduled synchronous virtual meetings, collaborative discussions, and assignments involving interactive resources that are completed at home.

While this option for returning to school does offer families some flexibility and comfort of learning at home, it also requires an adult dedicated to partnering with AIKEN iNNOVATE teachers to serve as the student's guide at home, especially at the elementary and middle levels.

Commitment

Due to staffing, technology allocations, and curriculum planning necessary to offer students/families a full-time virtual education option, choosing to enroll in AIKEN iNNOVATE is a semester commitment. Ai will be available to all students who choose full-time virtual learning for just a semester, and those who may decide to continue virtually for the remainder of the year.

Technology

A laptop and internet access is necessary for virtual learning. Students without access to a home computer or laptop may be issued a device.

Registration and Technology Fees

Fees are standardized for all students (virtual and in-person). There are no additional fees to participate in AIKEN iINNOVATE.

ACPSD's (annual) Student Registration Fee is \$40 for elementary students, \$45 for middle school students, and \$65 for high school. In addition, families issued laptops and/or internet hot spots will pay a Student Technology Fee (if applicable*). The (annual) Student Technology Fee is \$50 for a household's first student +\$25 for each additional student.

Laptops and hot spots (for internet access) will be provided to qualifying AIKEN iINNOVATE students who do not have a desktop/laptop computer and/or home internet that can be utilized for virtual learning. Technology Fees are used for technology insurance on devices and will be applicable to all students who are issued an ACPSD device.

*Students/families enrolled in AIKEN iINNOVATE who do not request a laptop or hot spot for internet will not be assessed Technology Fees and will only be responsible for Student Registration Fees.

Please note that Student Registration Fees and Technology Fees are waived for students/families in need. Families will be asked to indicate financial need for a fee waiver on the Enrollment Form.

AIKEN iINNOVATE Commitment to Academic Integrity

AIKEN iINNOVATE strives to maintain academic integrity in the online environment by ensuring all courses regularly include discussion-based assessments designed to verify the validity and authenticity of student work, including course assignments and assessments. Our belief is that by fostering honesty and responsibility, we are empowering students to be good citizens and custodians of learning. The AIKEN iINNOVATE expectations below reflect this commitment.

Students are expected to uphold the qualities of academic integrity by not engaging in cheating, fraud, or plagiarism.

Students should not

- copy or use someone else's work (to include images, words, and ideas) and pass it off as their own.
- use unauthorized study aids (cheat sheets, references, calculators, notes, other people, Internet, etc.).
- falsify information, including research or data.
- commit forgery.
- copy or apply patterns of language, structure, or ideas of another without internal and external citation or receipt of permission as appropriate.

Students should

- complete their own original work using resources and references only as allowed and citing appropriately.

What to expect from AIKEN iNOVATE - Elementary School

- All work will be completed at home.
- Students will need a digital device and reliable access to the Internet.
- Students will be assigned to a local virtual teacher that holds current certification in the appropriate grade level with a maximum of 25 students enrolled in each class. These teachers may, or may not, have an affiliation with a student’s zoned school.
- Instructional materials and resources will be delivered through Schoology, our district’s **Learning Management System**, with links to other district supported digital learning tools.
- Virtual teachers will provide **direct instruction** that includes face-to-face virtual connections and collaboration through **Office 365 Teams** based on a daily schedule.
- Instruction will follow the ACPSD District Curriculum Maps for pacing and sequencing of teaching and learning.
- Virtual assignments are not self-paced, but are deadline driven with distinct due dates each week.
- Scheduled live direct instruction and small group or one-on-one instruction via Microsoft Teams virtual conferencing each day.
- Teachers will be available for student and/or parent conferences by appointment as needed.
- Attendance will be taken daily during scheduled virtual meetings.
- Ai students will be required to attend school on a staggered schedule to complete State required assessment based on legislative Act 142. This may include pre and post assessments for Reading and Math, as well as other tests outlined by the SC Department of Education.

The following courses are available the AIKEN iNOVATE for elementary students.

<i>Elementary Course Offerings</i>	
Kindergarten	
1 st Grade	
2 nd Grade	
3 rd Grade	3 rd Grade GT
4 th Grade	4 th Grade GT
5 th Grade	5 th Grade GT
<i>Virtual resources and tasks for Related Arts, PE, Health and Social Emotional Learning would be embedded weekly for each grade level.</i>	

Below is an example of a typical daily/weekly instructional schedule for elementary students participating in AIKEN INNOVATE. Specific times will be based on assigned grade levels in consultation with virtual teachers and will be communicated at a later date.

<i>Ai Elementary Instructional Schedule</i>	<i>Offline</i>	<i>Online</i>
Morning Meeting		-15-20 minute <i>live virtual</i> (all students) - Daily attendance will be taken. - Social Emotional Learning: Social emotional lessons/activities will be embedded in morning meetings and throughout learning
Intervention		*-30 minutes reading (as assigned) *-30 minutes math (as assigned)
ELA Block	- Independent Practice - 60 minutes- Students work independently on the day's assignments <ul style="list-style-type: none"> • Independent Reading- 20 minutes • Daily reading assignments- 20 minutes • Daily writing assignments- 20 minutes submit online 	- Reading/Writing Minilesson - 15-25 minutes daily <i>live lesson</i> (all students) *- Reading/Writing Small group instruction - 15-20 minutes per group <i>live lesson (Guided Reading)</i> with assigned students
Math Block	- Independent Practice - 20 minutes submit work online	- Math Live Lesson - 20-30 minutes daily <i>live lesson (all students)</i> *- Math Small Group Instruction 15-20 minutes per small group <i>live lesson</i> with assigned students
Science	-2 independent lessons	-one 30-minute <i>live lesson</i> per week
Social Studies	-2 independent lessons	-one 30-minute <i>live lesson</i> per week
Related Arts (self-paced; not graded)	-activities for Art, Music, and PE/Health assignments will be provided weekly for students to complete at their own pace.	- Pre-recorded videos will provide students with direct instruction and demonstrations for Related Arts activities each week.

*Students would be assigned a specific time to log on for their targeted small group instruction



Adult Learning Partner Responsibilities

Students enrolling in AIKEN iNNOVATE are required to have an adult learning partner who is dedicated to working with the Ai teacher. Adult learning partners are vital to the success of full-time virtual students. They are responsible for ensuring their child participates in the day-to-day learning activities. They provide the structure a student needs by establishing and managing the daily virtual school routine. In general, the age of the student determines how much hands-on time the dedicated adult will spend supporting their student's learning. Some students will need more supervision with managing their daily schedule, logging into and navigating virtual platforms, or completing independent assignments. In addition to the hands-on support provided to students, it is essential for the dedicated adult learning partner to maintain consistent and frequent communication with the Ai teacher. Because much of the independent assignments will be completed without the face-to-face support of the virtual teacher, the adult learning partners must monitor their student's progress and notify the teacher when assistance is needed.

Student Responsibilities

Students and the dedicated adult learning partner should spend the first few days making sure that they are comfortable with the technology of online learning. Please note that when taking an online class, students are responsible for maintaining consistent and reliable computer access. Our courses are accessible from any computer with high-speed internet access, and computer/internet problems will not be accepted as reasons for delays in meeting deadlines. Only through continuous communication and consistent work can students be successful in an online course. Within each course, the teacher outlines the daily and weekly assignments in the weekly updates and morning meetings. It is essential that students maintain regular contact with their teacher(s) and submit assignments on time. If circumstances arise that prevent students from maintaining the appropriate pace in their class, it is critical that they communicate with their teacher. Participation in the live virtual meetings is an essential component of the AIKEN iNNOVATE full-time virtual program, especially at the elementary and middle school grades. Students should make every effort to attend and actively participate in live sessions to get the support and direct instruction necessary for completing independent assignments.

Attendance Policy

Attendance will be taken in all live virtual sessions. Students are expected to attend all live sessions for whole group and assigned small group sessions daily. Absence from a live whole group session and/or any assigned small group sessions may count as a full day or half day absence depending on amount of time missed. The ACPSD attendance policy will be followed.

What to expect from AIKEN iNNOVATE - Middle School

- All work will be completed at home.
- Students will need access to the internet and a digital device.
- Students will be assigned to a local virtual teacher who holds appropriate SC State certifications. These teachers may or may not have an affiliation with a student's zoned school.
- Instructional materials and resources will be delivered through Schoology, our district's **Learning Management System**, with links to other district supported digital learning tools.
- Virtual teachers will provide **direct instruction** that includes face-to-face virtual connections and collaboration through **Microsoft Teams**, based on a daily schedule.
- Instruction will follow the ACPD District Curriculum Map for pacing and sequencing of teaching and learning.
- Virtual assignments are not self-paced, but are deadline driven with distinct due dates each week.
- Scheduled live direct instruction and small group or one-on-one instruction via Microsoft Teams virtual conferencing each day.
 - Teachers will provide live sessions per course each day to include
 - A minimum of 2 opportunities for whole group live sessions
 - A minimum of 1 opportunity for small group targeted instruction for each child
 - Students will be required to attend one live whole group session per course each week.
and
 - Any assigned small group sessions per course each week.
- Teachers will be available for student and/or parent conferences by appointment as needed.
- Attendance will be taken during scheduled virtual meetings.
- Ai students may be required to attend school on a staggered schedule to complete State required assessments. This may include pre and post assessments for Reading and Math, as well as other tests outlined by the SC Department of Education.

* Middle School students taking high school credit courses will be enrolled in ACVA. See **What to expect from AIKEN iNNOVATE - High School** below.

The following courses are available the AIKEN INNOVATE for middle school students.

Middle School Course Offerings				
ELA 6	Math 6	Social Studies 6	Science 6	
ELA 6 Advanced	Math 6 Advanced	Social Studies 7	Science 7	
ELA 7	Math 7	Social Studies 8	Science 8	
ELA 7 Advanced	Math 7 Advanced			
ELA 8	Math 8			
ELA 8 Advanced				
Exploratory Courses				
Art 6	Chorus	PE/Health 6		
Art 7	Band	PE/Health 7		
Art 8		PE/Health 8		
High School Credit Courses				
<i>Middle school students who are eligible to enroll in high school credit courses would be enrolled in those courses through ACVA in addition to their other courses.</i>				
<i>Fundamentals of Computing</i>	<i>Algebra 1 Honors</i>	<i>Geometry 1 Honors</i>	<i>English 1 Honors</i>	<i>*Spanish 1 *French 1 *German 1</i>

Live, virtual instructional sessions will be offered daily for each course; however, attendance is taken based on participation in one live session, per course, per week in addition to the submission of required assignments by due dates.

Adult Learning Partner Responsibilities

Students enrolling in AIKEN INNOVATE are required to have an adult learning partner that is dedicated to working with the Ai teacher. Adult learning partners are vital to the success of full-time virtual students. They are responsible for ensuring their child participates in the day-to-day learning activities. They provide the structure a student needs by establishing and managing the daily virtual school routine. In general, the age of the student determines how much hands-on time the dedicated adult will spend supporting their student’s learning. Some students will need more supervision with managing their daily schedule, logging into and navigating virtual platforms, or completing independent assignments.

In addition to the hands-on support provided to students, it is essential for the adult learning partner to maintain consistent and frequent communication with the Ai teacher. Because much of the independent assignments will be completed without the face-to-face support of the virtual teacher, the adult learning partner must monitor their student’s progress and notify the teacher when additional assistance is needed.

Student Responsibilities

Students and dedicated adult learning partners should spend the first few days making sure that they are comfortable with the technology of online learning. Please note that when taking an online class, students are responsible for maintaining consistent and reliable computer access. Our courses are accessible from



any computer with high-speed internet access, and computer/internet problems will not be accepted as reasons for delays in meeting deadlines.

Only through continuous communication and consistent work can students be successful in an online course. Within each course, the teacher outlines the daily and weekly assignments in the weekly updates and morning meetings. It is essential that students maintain regular contact with their teacher(s) and submit assignments on time. If circumstances arise that prevent students from maintaining the appropriate pace in their class, it is critical that they communicate with their teacher. Participation in the live virtual meetings is an essential component of the AIKEN iNOVATE full-time virtual program, especially at the elementary and middle school grades. Students should make every effort to attend and actively participate in live sessions to get the support and direct instruction necessary for completing independent assignments.

Attendance

Attendance will be taken in all live virtual sessions. Students are expected to attend and actively participate in a minimum of 1 live whole group session and any assigned small group sessions for each course weekly.

What to expect from AIKEN iNOVATE - *Aiken County Virtual Academy (ACVA) - High School*

Aiken County Virtual Academy (ACVA), our high school subsidiary of AIKEN iNOVATE, is part of Virtual SC. Students enrolled in ACVA participate in courses designed by Virtual SC, but facilitated by local, content specific, certified teacher specialists. ACVA offers accredited courses with access to academic advisement and college planning through assigned school counselors from a student's zoned home school. Graduates earn a standard high school diploma from their home-based school which is accepted by colleges, universities, and other postsecondary programs. While the majority of high school credit courses are available through ACVA, Local Board Approved courses and other select high school courses may not be available through Aiken Innovate virtual programs.

- All work will be completed at home.
- Students will need access to the internet and a digital device.
- Students will be assigned to a local virtual teacher who holds current certification in the appropriate course. These teachers may, or may not, have an affiliation with a student's zoned home school.
- Instructional materials and resources will be delivered through Moodle, Virtual SC's **Learning Management System**, with links to district supported digital learning tools.
- Instruction will follow the Virtual SC Curriculum Map for pacing and sequencing of teaching and learning. In some cases the pacing may not align directly with ACPD Curriculum Maps and could hinder a student's natural transition back to the home school.
- Virtual assignments are not self-paced, but are deadline driven with distinct due dates each week.
- Virtual teachers will provide **direct instruction** that includes face-to-face virtual connections and collaboration through **Microsoft Teams** based on a daily schedule.
 - Teachers will offer three live sessions per course, per week.
 - Students are required to attend one live session for each course, each week.
- Scheduled office hours and virtual small group or one-on-one instruction with teachers will take place as needed.
- Attendance will be taken during scheduled virtual meetings. Students will be counted as present when they attend the live sessions.
- Ai students may be required to attend school on a staggered schedule to complete State required assessments. This may include Reading and Math Inventory, WIN, ACT/SAT and End of Course Exams, or other tests mandated by the SC Dept of Education.
- Ai students will attend school on a staggered schedule to complete mid-term and final exams.

Participation Guidelines

Prior to enrollment in AIKEN iNOVATE, students and parents or guardians will meet with the school counselor to determine the courses the student will take.

The school counselor will identify the course(s) for which a student may receive credit based on an analysis of the student's high school transcript. Every effort will be made to offer courses that a student wishes to take; however, due to small enrollment or the hands-on nature of specific content, all courses may not be offered virtually.



Students, parents/guardians, school administration, coaches, athletic director, and counselors are advised to consult NCAA guidelines and course approvals concerning eligibility.

Student Responsibilities

Only through continuous communication and consistent work can students be successful in an online course. Within each course, the instructor outlines the weekly minimum work requirements in the Pacing Guide. It is essential that students maintain regular attendance in live sessions and submit assignments on time to be considered present and meeting the requirements.

If circumstances arise which prevent students from maintaining the appropriate pace in their course(s), it is critical that they communicate with their instructor.

Attendance

Attendance will be taken in all live virtual sessions. To stay current and meet attendance policies, students must attend one live session per course each week and submit all assignments by the established deadlines. Students should also maintain contact with their teachers and attend office hours and on-line help sessions as needed.

All students will have the resources of their home school, such as their grade-level administrators and school counselors as well and should reach out any time there are problems in the course.

Students who fail to attend live sessions or submit work on time may be considered truant and may fall under the established ACPSD attendance interventions, just as a student in face-to-face learning would.