



## 2020-21 Virtual Learning Program Frequently Asked Questions

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**1. In general, what is the Muncie Community Schools Virtual Learning Program?**

The MCS Virtual Learning Program (VLP) is open to all K-12 students who will be participating in school at home through the use of a computer or tablet to access their daily lessons/activities and participate in class sessions with their teacher(s) and other students. This program is much more intense than the e-learning program implemented immediately after the COVID-19 pandemic forced the closure of school buildings last spring. All students will be expected to log-in and be present each weekday just as if attending our traditional, in-school learning program. Attendance will be taken.

Every student enrolled in the VLP is expected to remain in the program for the entire first semester. If it is determined that online instruction is not working for an individual student, the parent/guardian can request to have the student enrolled in our in-school program. These requests will be handled on a case-by-case basis.

In order to adequately staff the program, we would like enrollment applications submitted by Aug. 3, 2020. Students can be registered at <https://EnrollinMCS.org/> by selecting the "Virtual Learning Registration" option, completing the form and then finishing the online registration process. Anyone unable to complete the online registration at home can get assistance at our Administrative offices at 4301 S. Cowan Rd.

**2. Does a student need to live within the Muncie Schools boundaries to participate in the VLP?**

No. Any child in Indiana is eligible to enroll in the program.

**3. What technology is required to participate in the VLP?**

Each student enrolled in virtual learning needs to have a working computer or tablet and a reliable connection to the internet. Ideally, the student would be set up in a quiet area at a table or desk.

**4. What if a student doesn't have a computer, tablet or reliable internet connection?**

Any student needing a device to access the VLP will be provided one by Muncie Community Schools. K-2 elementary students will be provided with iPads; students in grades 3-12 will get Chromebooks. Students without internet access will also receive hot spots to connect to the program. Each student will be responsible for keeping devices charged and in working condition.

**5. How will students know how to use the VLP?**

An orientation will be held on the first day of school, Aug. 11, to make sure each student and Learning Guide – the parent, guardian or other adult responsible for assisting the student with his or her education – understands exactly how the program works and what is expected of each person.

**6. What can the Learning Guide – the parent, guardian or other adult responsible for assisting the student with his or her education – do to ensure success of the student?**

A Learning Guide can dramatically assist their student’s virtual learning experience by promptly communicating with MCS teachers and administrators. They are required to provide MCS with a working telephone number and an e-mail address that gets checked on a daily basis.

Learning Guides with students in grades K-6 will need to play an active role daily in their student’s education, particularly for our youngest learners still developing basic reading skills. They need to assist their student in using the online program and work with the child’s teacher to support mastery of online lessons and assignments.

The role of Learning Guides of middle school and high school students will be more of oversight to ensure assignments are completed and turned in on time. All Learning Guides will be expected to participate in an online orientation meeting on the first day of school, Aug. 11.

**7. How many days/week are students expected to be online for instruction?**

The VLP will mirror the in-school program in terms of time commitment, so students should be prepared to attend online classes and complete coursework each weekday based on the traditional in-school hours:

- Elementary: 8:10 a.m. – 2:40 p.m.
- Middle: 9:15 a.m. – 4 p.m.
- High School: 8:15 a.m. – 3:05 p.m.

**8. What computer skills are required to participate in online at-home learning?**

Some basic skills are required. Use of the computer is an important part of the program, but in the early grades it is mostly the Learning Guide who interacts through the computer. The program is user-friendly. For upper-elementary, middle and high school students, basic computer and some keyboarding skills are necessary.

**9. Will VLP students still be able to participate in the MCS breakfast/lunch programs?**

Yes. Someone can pick up breakfast and lunch at the designated site for the student.

**10. Can VLP students participate in extracurricular and co-curricular activities?**

Yes. All VLP students can take part in activities like band, athletics or theater in the same manner as all in-school learning program students.