Dover Virtual Academy
Grades 7-12, Dover City Schools
Policies and Information
2025-26

VIRTUAL ACADEMY

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Purpose

The Dover Virtual Academy (DVA) is an online program designed to aid students in completing the coursework necessary to advance through grades 7-12 and to obtain a Dover High School diploma. The program utilizes the Ohio Department of Education's Credit Flexibility Remote Learning Pathway.

Our purpose is to provide an alternative learning environment while establishing meaningful relationships between students and teachers. We have worked hard to create a safe, quiet, and engaging space for students to complete online work and receive individual help.

Dover City Schools has created this opportunity for our students who may benefit from an alternative learning option. Additionally, we will work with students to further develop valuable life skills such as communication, eye contact, responsibility, work ethic, and accountability.

Contact Information

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Enrollment Policy

Students are required to complete and submit an enrollment application. Enrollment is a privilege and may be limited due to staff assignments and or online licensing agreements. Online learning requires self-discipline and a strong commitment to success, so students and parents should be thoughtful about whether or not an online learning environment is a good fit for the child's learning style. A school counselor, administrator, and DVA coordinator will review the student's academic and attendance history and determine whether or not the student should be enrolled in the DVA. A response letter of acceptance or denial will be mailed to the home address within 10 days of receiving the enrollment application. Acceptance to DVA is granted for a **full academic year** unless authorized by a school administrator. Enrollment options can be reevaluated ONLY if it is initiated by the parent and any enrollment change may ONLY take place at the semester. A meeting with all stakeholders (student, parent, DVA coordinator, counselor, and principal) will be scheduled to reevaluate which enrollment option best serves the student. A full-time DVA student must be enrolled in a minimum of 5 courses per semester. Students enrolled in the DVA are charged a yearly technology fee of $50.

Students who are eligible to enroll in DVA are:

- Students seeking a learning experience with a different method of content delivery than that of a traditional brick-and-mortar classroom.
- Students who prefer a more inclusive and smaller classroom setting.
- Students already successfully learning at home but whose homeschooling will be complemented with a comprehensive, formal, and standards-based online curriculum.
- Students who have extenuating circumstances that make attending traditional school regularly problematic.
- Students who are performing below grade level and who wish to focus their education exclusively on an independent online course of study, starting at the student's current skill and knowledge level and building forward at a pace determined by the student in collaboration with the DVA coordinator.
- Students who have been removed from school for disciplinary reasons but are committed to and capable of regaining their focus on academic pursuits.
- Students who seek the stability of a portable online educational program that is not linked to, and does not utilize any particular physical school facility.

Applications for enrollment are due no later than August 1, 2025. However, as the program does have a limited capacity, students are encouraged to enroll as early as possible to ensure enrollment in the program.

Students can be dismissed from the program based on the following:

- Unexcused absences or patterns of truancy.
- Failure to stay on pace or complete coursework on time.
- Inappropriate behavior, language, or treatment of others either in the lab or in online communication.

If dismissed, a meeting with all stakeholders (student, parent, DVA coordinator, counselor, and principal) will be scheduled to develop a learning plan for the transition to face-to-face instruction. This meeting must occur before the transition back to face-to-face instruction.

Enrollment Options (7-12)

1. **DVA Lab TWO DAYS per week** - Dover City Schools has provided a designated area strictly for DVA students. This area is equipped with Chromebooks, workspaces, and supervising teachers. Students will engage in online coursework while attending the DVA lab from 7:45 - 2:35 pm. By design, students will attend two days Monday through Thursday, and are required to attend regardless of their academic progress (i.e., the student is ahead of the pacing guide). Friday is by appointment for students who need specific help or are falling behind in their coursework. Dates and times may be adjusted due to enrollment numbers.
    a. 7th-9th graders: **Tuesdays and Thursdays** ALL day or partial day
    b. 10th-12th graders: **Mondays and Wednesdays** ALL day or partial day
2. **100% Remote Learning** - Students participating online through the DVA can complete all of their coursework off school grounds. Students are required to meet monthly with a DVA teacher, either face-to-face or through a Google Meet. Students are eligible for this enrollment option if:
    a. They have previously demonstrated the ability to complete online work independently.
    b. They have a 70% attendance rate and have passed all classes in the previous academic year.
    c. Approval is granted by the school counselor, administrator, and DVA coordinator.
    d. The student and family adhere to the district's online attendance policy.

    NOTE: Students enrolled in the 100% Remote Learning option may be required to attend lab hours if adequate progress is not being made.

Academic Policies

- The parent/guardian is encouraged to contact the coordinator weekly to discuss the overall progress of the students. Additionally, the parent/guardian is encouraged to regularly log in to the *Edgenuity Learning Management System (LMS)* grade book to monitor student progress.
- Students who are behind the pacing guide will be **required** to do one or a combination of the following: attend the on-site DVA lab, stay extended time, or report on Fridays.
- All DVA courses will be included in the student's GPA.
- Students enrolled full-time in the DVA are eligible for the Honor Roll and Merit Roll at the semester and the end of the year. Students are not eligible for Honor Roll or Merit Roll for the 1st and 3rd nine weeks.
- Students enrolled full-time in the DVA may be eligible for recognition at the honors program pending criteria met by the Dover High School designated end of the 3rd 9-week grading period.
- Students who attend the DVA will earn most of their credit through the Credit Flexibility Educational Option Policy (DCSD Policy ICDC and IGBM).
- A full-time DVA student must be enrolled in a minimum of 5 courses per semester unless authorized by a school counselor or district administrator.
- Students are required to take Ohio Achievement Assessments, MAP Assessments, End of Course Exams, ACT, PSAT, and other required exams at Dover High School **Students are required to take each exam upon the completion of the corresponding course and or grade level.** Dates, times, and logistics of each exam will be communicated in advance so that arrangements can be made for students to attend face-to-face.
- DVA students are eligible for participation in athletics, co-curricular activities, and extracurricular activities offered by Dover City Schools.
- For athletic eligibility, the OHSAA requires that a student-athlete be engaged in and passing a minimum of 5 courses during the grading periods that they participate in their sport(s). This responsibility falls on the student-athlete to verify eligibility with a school counselor.
- Core courses for initial credit in the *Edgenuity LMS* are approved by the NCAA Clearinghouse.
- Students who are considering participation in NCAA Division I or II athletics after high school graduation must contact the school counselor to review eligibility requirements and Clearinghouse deadlines.

Academic Integrity

- Academic integrity remains important to all of us at Dover City Schools and we strive to maintain this in the Dover Virtual Academy. Plagiarism and the use of artificial intelligence (AI) are strictly prohibited. Any student who plagiarizes or uses AI when completing and submitting online assignments is subject to the following:
    - **FIRST VIOLATION** - The assignment will be reset for the student to redo for up to full credit. The parent/guardian will be contacted to alert them of the violation.
    - **SECOND VIOLATION** - The student will earn a zero for the assignment without the opportunity to redo it. The parent/guardian will be contacted to alert them of the second violation.
    - **ADDITIONAL VIOLATIONS** - Any student who continues to plagiarize or use AI will have their course disabled and be unable to advance. A meeting with the parent/guardian and student must take place before the course is reactivated.

Grading Policy

- The grading scale is the same as the district grading scale.
- Assignments are generated by the *Edgenuity LMS* and are aligned to the Ohio content standards.
- Grades are generated by the *Edgenuity LMS*, but written responses and lab/projects may be graded by the DVA coordinators or online teachers.
- The official grade book for DVA students will be the *Edgenuity LMS* grade book. The grade book is continuously updated and available 24/7 to check student progress. Student marks will not be entered into Progressbook.
- Courses will be assigned as 0.5 credit courses. **Grades will be issued at the end of each semester, rather than every 9-weeks**.
- DVA courses will not carry add-on point values.

General Behavior and Online Policies

1. Display an attitude of respect and kindness in all written and verbal communication.
2. Adhere to all district policies as outlined in the *Dover High School Student Handbook*.
3. Use websites only related to schoolwork or as directed by the DVA coordinator.
4. Students must read and sign Dover City School District's Acceptable Use Policy for Students (AUP).
5. Students/Families that borrow district-owned Chromebooks are responsible for any lost or damaged Chromebooks and may be charged for repairs and or a replacement.
6. Complete all the assigned work as designated by the pacing guide.
7. Regularly check and communicate through school email and Google Classroom.

NOTE: Online activity is closely monitored by the Dover City School District's technology department and any violation of the Online Behavior Policy is grounds for dismissal from the DVA and further disciplinary action as seen necessary by the program coordinator and/or building principal.

Attendance Policy (7-12)

1. **DVA Lab TWO DAYS per week** - Students are required to report to the DVA lab regardless of their academic progress (i.e., the student is ahead of the pacing guide). Attendance is when a student is physically present and actively engaged in online learning. During remote learning (non-lab) days students are expected to engage in a minimum of 3 hours per school day or until they have met the weekly completion percentage.
2. **100% Remote Learning** - Attendance is tracked by two measures: Student progress (completion percentage) and time of student engagement (average 15 hours/7-day week or 3 hours minimum per school day).

Weekly Attendance for a 5-day school week (EXAMPLE)			
Pacing Guide	Student Progress (Completion %)	Time of online engagement (3 hr min. per day)	5-day Attendance
Week 1 - **3%** Friday, Aug.22	3% = met	15 hrs = met	5 of 5
Week 2 - **8%** Friday, Aug.29	10% = met	10 hrs = **not met**	5 of 5
Week 3 - **13%** Friday, Sept.5	11% = **not met**	18 hrs = met	5 of 5
Week 4 - **19%** Friday, Sept.12	18% = **not met**	12 hrs = **not met**	4 of 5

NOTE: If a student does not make progress as determined by the pacing guide AND is not engaged for the minimum 15 hours, for each hour under 15, a student will be counted one day absent PER 3 HOURS. For example, if a 7-12 student only is actively engaged for 12 hours during a 5-day week, he or she will be marked 1 day absent that week.

3. Regardless of the number of instructional days due to district holidays or inclement weather, a student will have a 7-day week to meet the attendance requirements. The 7-day week begins Monday at 12:01 a.m. and ends Sunday at 11:59 p.m.
4. DVA students are granted the same holiday breaks as any student who attends Dover City Schools. Although work is not required during these non-instructional breaks, it is in the best interest of the student to work if they are behind the weekly completion percentage.
5. Students will follow the district policy for “snow days” due to inclement weather. Although work is optional on a “snow day,” students are expected to meet the minimum completion percentage each week. *Refer to the Pacing Guide on page 8.*
6. If a student fails to meet the minimum attendance requirements the following actions can occur:
    a. A student enrolled in the 100% Remote Learning option can be switched to the DVA Lab TWO DAYS per week option.
    b. A student can be assigned extended hours which may include additional days they must attend the DVA lab, After-School study room, and or Friday School.
    c. **Truancy charges can be filed with the courts per Ohio HB410 attendance requirements.**
    d. Dismissal from the DVA.

Pacing Guide

These pacing targets help to evenly space out the work over each semester. Students are expected to meet the minimum completion percentage each week. The pacing targets are used to track student progress regarding attendance.

Semester 1 (Aug 20th - Jan 14th)

Week 1	3% Friday, Aug. 22
Week 2	8% Friday, Aug. 29
Week 3	13% Friday, Sept. 5
Week 4	19% Friday, Sept. 12
Week 5	24% Friday, Sept. 19
Week 6	29% Friday, Sept. 26
Week 7	35% Friday, Oct. 3
Week 8	41% Friday, Oct. 10
Week 9	47% Friday, Oct. 17
Week 10	52% Friday, Oct. 24
Week 11	57% Friday, Oct. 31
Week 12	63% Friday, Nov. 7
Week 13	68% Friday, Nov. 14
Week 14	74% Friday, Nov. 21
Week 15	80% Friday, Dec. 5
Week 16	86% Friday, Dec. 12
Week 17	91% Friday, Dec. 19
Week 18	97% Friday, Jan. 9
Week 19	100% **Wednesday, Jan.14**

Semester 2 (Jan. 20th - May 27th)

Week 1	6% Friday, Jan. 23
Week 2	11% Friday, Jan. 30
Week 3	17% Friday, Feb. 6
Week 4	22% Friday, Feb. 13
Week 5	27% Friday, Feb. 20
Week 6	32% Friday, Feb. 27
Week 7	37% Friday, March 6
Week 8	43% Friday, March 13
Week 9	49% Friday, March 20
Week 10	55% Friday, March 27
Week 11	61% Friday, April 10
Week 12	66% Friday, April 17
Week 13	72% Friday, April 24
Week 14	78% Friday, May 1
Week 15	84% Friday, May 8* (last week for Seniors)
Week 16	90% Friday, May 15
Week 17	96% Friday, May 22
Week 18	100% **Wednesday, May 27**

*Seniors must be 100% complete by May 9th

REMINDER: *DVA students are granted the same holiday breaks as any student who attends Dover City Schools. Although work is not required during these non-instructional breaks, it is in the best interest of the student to work if they are behind the weekly completion percentage.*

Summer School

If a student has not completed their assigned coursework for the school year, they may complete or retake a failed course during the credit recovery summer session. Students are required to attend the DVA lab in person during the summer session. There will be a fee assessed for summer credit recovery courses.

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