Jerome Joint School District No. 261

NONINSTRUCTIONAL OPERATIONS **2445**

District-Provided Virtual Instruction: Attendance Tracking and Other Requirements

These practices are required for virtual or hybrid instruction in any setting, including at an existing brick-and-mortar school that offers virtual or hybrid instruction, in stand alone virtual schools, and in individual virtual classes. The State Department of Education advises seeking stakeholder input on the "Instruction, Curriculum, and Attendance Requirements" part of this policy.

Instruction, Curriculum, and Attendance Requirements

When providing students with virtual instruction, the District shall take the following measures to comply with Idaho Code and to ensure this instruction is of high quality. The District shall:

1. Ensure the District's virtual instruction upholds the same academic quality and rigor as in-person instruction.

2. Use academic measures determined by the **building principal** to ensure students are consistently meeting established learning goals.

3. Obtain accreditation for any stand-alone virtual school that provides instruction to students in grades 9-12 as required by law.

4. Use a learning management system to deliver courses. This system may be used to track student attendance through such measures as login data and participation data.

5. Ensure that all content and curriculum is aligned with Idaho Content Standards and District's approved curriculum.

6. Ensure that teachers are consistently available to:

    A. Communicate with students about the academic and other class requirements;
    B. Guide students through course material;
    C. Provide individualized learning methods and assistance as needed; and
    D. Assess student work, including the work of students with special learning needs;

7. Clearly define the roles, responsibilities, and performance expectations for educators delivering virtual or hybrid instruction. Educators must understand that existing District policy is applicable as well as requirements of state and federal laws and regulations including but not limited to, Child Find, FERPA, mandatory reporting, the Code of Ethics for Idaho Professional Educators, and the Parental Rights Act.

8. Plan and provide professional development tailored to the virtual school environment.

9. Ensure that virtual school students receive appropriate teacher-to-student interaction, including timely and frequent feedback on student progress by maintaining regular communication through virtual meetings, messaging, and instructional platforms, and by providing consistent monitoring, assessment, and support to guide student learning and achievement"

10. Verify student attendance by tracking the percentage of coursework the student completes in accordance with a procedure to be promulgated by the Superintendent. Attendance of virtual instruction provided at a District site will be tracked with the District's system for tracking attendance of traditional on-site courses.

11. Create a plan to provide technical support for online course delivery. The Board directs the Superintendent or their designee to create this plan.

12. Formally and systematically evaluate the effectiveness of virtual instruction.

    These requirements shall apply regardless of whether the virtual instruction is:

    1. Provided as part of a hybrid instruction model or through a program of virtual-only education; or
    2. Provided at a District building, at the student's home or in another location, or at a combination of these.

The Board directs the Superintendent to ensure each of the above is completed and ~~to~~ promulgate procedures when required to implement the practices listed above.

The District ~~shall~~ may document or direct its schools to document that all requirements outlined in this policy have been met and shall provide such documentation to the State Department of Education upon request.

The District retains the authority to hire, oversee, and evaluate a l teachers delivering instruction in its virtual education program. Every person who is employed as a teacher in a virtual education program provided for in this section shall hold a certificate and have the endorsements required by state law and administrative rule for the classes they teach.

Financial and Organizational Management

Neither the District nor any of its educational services providers may provide state funds directly to students' parents/guardians. State funds may be used as supplemental learning funds used to enhance educational services or resources and to cover educational costs for students learning outside traditional classrooms and learning at home. Such funds may only be used for the following eligible education expense:

1. Computer hardware, internet access, or other technological devices or services used primarily to meet a student's educational needs and provided the expenses for internet access are eligible for reimbursement;
2. Textbooks, curricula, or other instructional materials, including educational software and applications;
3. Fees for national standardized assessments, advanced placement examinations, exams related to college or university admissions, or industry-recognized certification exams;
4. Therapies, including but not limited to occupational, behavioral, physical, speech-language, and audiology therapies, or other services or therapies that have been approved by the State Board of Education; and

5. Other educational expenses and services approved by the State Board of Education.

These funds shall only be expended through direct order by the virtual school.

The District shall retain proof of Idaho residency for all students enrolled in a District virtual education program.

Any contract or amendment to a contract between the District and an educational services provider that relates to providing virtual learning to students requires the approval of the Board of Trustees.

Any virtual education program and educational services provider that the District contracts with shall establish policies on conflicts of interest for individuals who are employed by both the District and the educational services provider. These policies shall include mechanisms for accountability and oversight.

The District shall make available to the State Board of Education any financial agreement they've entered into that will require an educational service provider to assume a virtual school's financial risk when the virtual school lacks sufficient residual funds to pay the educational service provider. If there is such an agreement, the educational service provider shall make its audited financial statements available unless they already make these statements publicly available for compliance with other federal or state laws.

Any educational services provider the District contracts with that receives public funds from the District for a virtual education program shall provide a written disclosure of services and costs in its contract. The disclosure shall be:

1. Identify the specific services provided to the District;
2. Identify the cost of each service or category of service and the method used to calculate this cost; and
3. Show a clear relationship between the public funds received and the services provided.

Legal Reference:	**Description:**
IC § 33-1612	Thorough System of Public Schools
IC 33-1619	Virtual Education Programs
IC 33-5202A	Definitions
IDAPA 08.02.01.250	Pupil Accounting and Required Instructional Time

Policy History:
Adopted on: 05/26/2026