



NEELYVILLE R-IV SCHOOL DISTRICT

Neelyville R-IV School District Central Office, 289 Broadway, Neelyville, MO 63954 * 573-989-3814 * www.neelyville.k12.mo.us

Virtual Education - MOCAP (Missouri Course Access Program)

MOCAP's mission is to offer Missouri students equal access to a wide range of high quality courses, flexibility in scheduling, and interactive online learning. The **Missouri Department of Elementary and Secondary Education (DESE)** and the **State Board of Education** oversee administration and quality assurance activities such as related content and delivery of courses. Missouri-certified teachers facilitate MOCAP courses. MOCAP provides Missouri students with equal access to a wide range of coursework, anywhere, any time. For more information, visit <https://mocap.mo.gov/>

MOCAP allows Missouri to:

- Expand the range of courses and opportunities offered to students
- Offer courses for students where there are no qualified teachers to teach the course
- Offer students a course not offered by their school district
- Provide courses for students who have schedules that prevent them from taking a course when it is offered
- Present high quality instruction to students who are in alternative education settings or on home and hospital instruction
- Provide additional support and extended time to students who failed to achieve in regular courses
- Provides equity across programs and school in the quality of instruction MOCAP offers “any time, any place” learning for Missouri students
- **Section 162.1250, RSMo** sets out the requirements for all virtual courses. Not all virtual courses are approved MOCAP courses.
- Virtual courses must be vetted by the LEA or DESE to assure statutory requirements have been met.
- In order to register in MOCAP courses, LEAs must have a secure method to send student MOSIS ID and date of birth to courseware providers in order to track student data.



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Neelyville R-IV District MOCAP Policy

Because virtual instruction can be an effective education option for some students, the district may offer virtual courses to students through district staff or by contracting for those services as part of the district-sponsored curriculum. In addition, eligible students may enroll in virtual courses offered through the Missouri Course Access Program (MOCAP). The District will accept all grades and credits earned through district-sponsored virtual instruction and MOCAP.

The district will annually permit any eligible student, under the age of twenty one (21) who resides in the Neelyville R-IV School District to enroll in MOCAP courses as part of the student's annual course load if the following guidelines are met.

1. The student is enrolled full-time and has attended a public school, including a charter school, for at least one semester immediately prior to enrolling in the program. However, if the reason for a student's condition which prevented attendance, such non-attendance will be excused; and
2. Prior to enrolling in the program, the course has received District approval through the procedure set out in this regulation.

Each program course successfully completed will count as one class and will receive that portion of a full-time equivalent that a comparable course offered by the District generates.

- A. Enrollment** - The enrollment process for participation in this program will include:
- a. Completed virtual course enrollment application
 - b. Possible consultation with school counselor and/or building principal

The following criteria will be considered by the District MOCAP team for determining student eligibility to enroll in a virtual education course. If the district denies a student's enrollment in a program course, the District will provide in writing the reason for denial.

Such good cause determination will be based upon a reasonable belief that enrollment is not in the student's best educational interest.

Qualities for Success	Possible reasons for denial
• Self-motivated	• Student is not currently enrolled at Neelyville R-IV.

Committed	Student has not been a full time student in a public school for at least one full semester prior to the request.
Responsible	The requested course is already available to the student.
Independent	Prerequisite courses have not been completed.
Computer literate/tech savvy	Course requested does not align with Neelyville R-IV graduation requirements.
Efficient time manager	Student is already currently carrying a maximum academic load.
Effective writing and communication skills	The student has not demonstrated success in prerequisite courses, or previous online courses.
	Administration team does not believe it is in the best educational interest for the student.

Where enrollment is denied, the following process will be utilized;

1. The district will notify the student and the legal parent/guardian in writing of the reason for denial, and the appeal process; and
2. The family will be given an opportunity to file an appeal through the superintendent to the Board of Education; and
3. The family will be given an opportunity to present their appeal at a formal Board meeting; and
4. The District at such Board meeting will provide the basis for its determination that program enrollment was not in the student's best educational interest; and
5. The written submissions by the family and the District will be incorporated into the Board minutes; and
6. The Board's written decision and the explanation for that decision will be provided to the family within thirty (30) days of the Board meeting; and
7. The family may appeal the Board's determination to the Department of Elementary and Secondary Education(DESE). DESE shall provide their decision within seven (7) calendar days.

Program credits previously earned by a student transferring into the District will be accepted by the District. Students who are participating in a Program course at the time of transfer shall continue in the course with the District assessing future monthly payments.

B. Course Discipline and Academic Responsibility

Students taking courses virtually are subject to district policies, procedures and rules applicable to students enrolled in traditional courses including, but not limited to, the district's discipline code and prohibitions on academic dishonesty, discrimination, harassment, bullying and cyberbullying.

C. Payment for Program Courses

Cost associated with Program courses shall be paid by the District for students satisfying subsection (1) of this Regulation 6190. Payments will be made on a monthly cost basis prorated over the semester enrolled. Payments will be made directly to the Program contract provider. Such payments per semester will not exceed the market cost, but in no case more than 7% of the state adequacy target per semester. In the event a Program participant discontinues their enrollment, the District will discontinue monthly payments made on the student's behalf.

In the case of a student who is a candidate for A+ tuition reimbursement and who is enrolled in a Program course, the District will attribute no less than ninety-five (95%) percent attendance to any such student who has successfully completed such Program course.

The district is not required to provide students access to or pay for courses beyond the equivalent of full-time enrollment. The district will provide non-instructional supervision for students taking virtual courses.

D. Program Course Evaluation

The District will consider recommendations made by DESE relative to a student's continued program enrollment. The District may terminate, or alter a course offering if it is determined that the course is not meeting the student's education needs.

Independently, the District will monitor student progress and success in the program course. The District will annually provide DESE with feedback regarding program course quality.

The District is not obligated to provide computers, equipment or internet access except for eligible students with a disability in compliance with federal and state law.

The District will include students' enrollment in the program in determining the District's average daily attendance (ADA). For students enrolled in the program on a part-time basis, ADA will be calculated as a percentage of the total number of program courses in which the student is enrolled by the number of courses required for full-time students.

E. Notice

The District will inform students and parents/guardians of their child's right to participate in the MOCAP program. Opportunity to participate in the program will be provided in parent handbooks, registration documents and on the homepage of the District Website.

[Virtual Request to Enroll Application](#)