

TRUMBULL PUBLIC SCHOOLS  
BOARD OF EDUCATION  
POLICY MANUAL

SECTION: **6000**  
CATEGORY: **Instruction**  
POLICY CODE: **6172.6/Virtual Courses of  
Study**

**VIRTUAL COURSES OF STUDY**

**Policy Statement**

The Board of Education supports education through virtual courses of study as an alternative means of instruction for some students in special circumstances. A virtual school is defined as an educational organization that offers courses at various grade levels through Internet or Web-based methods. Such schools can offer courses to enhance, supplement, or enrich the existing curriculum and can also provide an effective alternative means of instruction. Virtual courses of study can be part of the District's educational program delivery system to increase accessibility and flexibility in the delivery of instruction.

For a student to earn credits in meeting the requirements for high school graduation through the completion of virtual courses of study, the Board, in compliance with Connecticut General Statutes § 10-221a(17), shall ensure that: (a) the workload required for such a course is equivalent to that of a similar course taught in a traditional District classroom setting; (b) the content is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate; (c) the course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in online demonstrations, discussion boards, or virtual labs; (d) the program of instruction for such a course is planned, ongoing, and systematic; and (e) the course is (i) taught by a teacher or teachers certified in the State of Connecticut or another state and have received training in an online environment, or (ii) offered by an institution of higher education accredited by the State of Connecticut Department of Higher Education or regionally accredited.

Adopted: 9/12/2017

**References**

- Connecticut General Statutes § 10-221a(17)
- Trumbull Board of Education Policy Code 5113: High School Attendance/Loss of Credit
- Trumbull Board of Education Policy Code 5113.1: Attendance Grades K-8
- Trumbull Board of Education Policy Code 5131: Student Standard of Conduct

**Regulations**

I. Students in Grades 9-12

- A. Credit from a virtual course of study may be earned by a student enrolled at Trumbull High School only if:
  - (a) The course is not offered at Trumbull High School, and no alternative course is available that is deemed appropriate by the student's House Principal and the THS Principal; or
  - (b) The course will serve as an alternative or a supplement to extended homebound or hospitalized instruction; or
  - (c) The District has expelled the student from the regular school setting, and the student has been offered an alternative educational opportunity; or
  - (d) The student's PPT or Section 504 Team has determined the course to be an appropriate means of instruction.
- B. Students taking such a course must be enrolled in the District. Students in categories (a) and (d) typically must take such a course during the regular school day at the school site, and may be required to by school administrators and/or the course provider. The school shall be responsible for providing appropriate supervision and monitoring of students in such cases.
- C. A student wishing to apply for permission to take a virtual course of study will submit a written request, co-signed by the student's parent(s)/guardian(s), to the Trumbull High School Principal prior to enrolling in the course. Review and approval of the request will be by the THS Principal in consultation with the student's House Principal and the Assistant Superintendent of Curriculum, Instruction, and Assessments.
- D. The student must adhere to Board of Education Policy 5131, "Student Standard of Conduct," as well as Board of Education Policy 5113, "High School Attendance/Loss of Credit." Only courses having received prior approval shall be posted on student transcripts. The school must receive an official record of the final grade before awarding credit toward promotion or graduation.
- E. The tuition fee for a virtual course of study will typically be the sole responsibility of the learner and not the Board of Education or any of its designees. Exceptions to this regulation will be on a case-by-case basis and shall not set any precedent for future cases.

II. Students in Grades K-8

- A. Students in grades K-8 shall not participate in virtual courses of study as part of their instructional program. Exceptions may be permitted if:
  - (a) The course will serve as an alternative or a supplement to extended homebound or hospitalized instruction; or
  - (b) The District has expelled the student from the regular school setting, and the student has been offered an alternative educational opportunity; or
  - (c) The student's PPT or Section 504 Team has determined the course to be an appropriate means of instruction.

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- B. Students taking such a course must be enrolled in the District. Students in category (c) typically must take such a course during the regular school day at the school site, and may be required to by school administrators and/or the course provider. The school shall be responsible for providing appropriate supervision and monitoring of students in such cases.
- C. A student wishing to apply for permission to take a virtual course of study will submit a written request, co-signed by the student's parent(s)/guardian(s), to the appropriate school principal prior to enrolling in the course. Review and approval of the request will be accomplished by the school principal in consultation with the Assistant Superintendent of Curriculum, Instruction, and Assessments.
- D. The student must adhere to Board of Education Policy 5131, "Student Standard of Conduct," as well as Board of Education Policy 5113.1, "Attendance Grades K-8." Only courses having received prior approval shall be posted on student transcripts. The school must receive an official record of the final grade before awarding credit toward promotion.
- E. The tuition fee for a virtual course of study will be the sole responsibility of the learner and not the Board of Education or any of its designees. Exceptions to this regulation will be on a case-by-case basis and shall not set any precedent for future cases.