



January 14, 2008

Thank you for your interest in North Carolina Virtual Public School. This letter serves as an overview to the Pilot LEA program that NCVPS will undertake this spring. Nine (9) school districts will be selected from the application process. These districts will sign a Memorandum of Agreement (MOA) stating that they will commit to the requirements set forth in the MOA. This will be a partnership between NCVPS and the district to develop a model for integrating 21<sup>st</sup> century leadership and skills into the district, specifically as it pertains how NCVPS can assist the district in meeting the State Board of Education's 21<sup>st</sup> Century Future Ready Goals.

All applicants must sign the MOA and agree to work with NCVPS on completing the Checklist and LEA Overview to be considered as a pilot district. In addition, the district must also submit a brief summary of how NCVPS can better assist the district in meeting the challenges of 21<sup>st</sup> Century learning and more importantly how the district can integrate NCVPS into its planning processes.

A team will review all information and will select districts to interview for final consideration. The interview will consist of the Strategic Six stakeholders – superintendent, principal, technology director, central office distance learning advisor, school-based distance learning advisor and member of school-based scheduling team. Districts must agree to the interview to be considered as a pilot.

All submissions must be received by January 28 – no exceptions. Mail signed MOA and brief summary to:

David M. Edwards  
Chief Communications and Professional Learning Officer  
NC Virtual Public School  
1890 Main Campus Drive  
Raleigh, NC 27606

If you have any questions, please contact David M. Edwards, Chief Communication and Professional Learning Officer at [dedwards@dpi.state.nc.us](mailto:dedwards@dpi.state.nc.us).



## NCVPS Participating Pilot School District Memorandum of Agreement

The North Carolina Virtual Public School (NCVPS) is state-wide public virtual high school that provides a quality educational alternative to districts, students, and parents. This document identifies the responsibilities and obligations of the North Carolina Virtual Public School and participating pilot districts to ensure that both NCVPS and the Local Education Agency (LEA) work collaboratively to help meet the State Board of Education's 21<sup>st</sup> Century Future Ready Goals.

NCVPS requires that each district superintendent, or designee, sign and return this form so that expectations, roles and responsibilities are communicated and upheld.

The North Carolina Virtual Public School, in partnership with participating school districts, makes online courses and instruction available to North Carolina students. In an effort to provide online course options, student and LEA support:

### **NORTH CAROLINA VIRTUAL PUBLIC SCHOOL WILL:**

1. Provide access to online curriculum and instruction for students that integrate 21<sup>st</sup> century tools, skills and instructional strategies.
2. Recruit, hire, train, and monitor highly qualified North Carolina-certified teachers who will utilize various instructional strategies to facilitate student learning.
3. Provide training, support and leadership development to all LEA stakeholders in order to better ensure student success in NCVPS courses.
4. NCVPS will provide each pilot district with a 3-4 person Regional Response Team in order to facilitate the development and sustainment of a 21<sup>st</sup> century skills student support model within the district.
5. Communicate regularly with district and local school site coordinators regarding students' academic progress in NCVPS courses, including alerts for non-participating or low-achieving students.
6. Provide operational guidelines (policies, requirements, processes) and best practices to all participating schools.
7. Assist LEA in removing barriers to 21<sup>st</sup> Century learning that impair student success in on-line courses.
8. Provide ongoing training and facilitation for new NCVPS advisors and/or stakeholders.
9. Provide training and awareness programs about other educational services provided by North Carolina Virtual Public School.
10. Provide on-going evaluations to determine effectiveness of program and support services.
11. Provide an opportunity for selected districts to receive technology resources (laptops) based upon an application process. (Pilots Only) *\*Note: these resources are not guaranteed to all participating pilot LEAs and are based upon a limited number of machines donated by an outside benefactor.*

### **PARTICIPATING DISTRICT WILL:**

1. Promote NCVPS as an educational option to students and parents.

2. Designate a district contact to whom NCVPS will send all appropriate information about NCVPS.
3. Provide adequate budget for textbooks and materials in order to support students' learning in online courses with NCVPS.
4. Participate in NCVPS LEA Leadership training and strategic planning.
5. Provide ongoing student support as required by NCVPS including but not limited to: textbook funding, access to technology resources, district NCVPS distance learning advisors.
6. Participate in NCVPS and any 3<sup>rd</sup> party surveys to determine effectiveness of programs and support services.
7. Develop middle school practices for virtual learning and support.

**PARTICIPATING SCHOOLS WILL:**

1. Designated a school site coordinator to assist in scheduling and communication regarding NCVPS courses.
2. Provide access to appropriate and requisite technology for students to successfully complete online coursework.
3. Provide textbooks and materials based upon course needs.
4. Verify that registration in selected NCVPS courses is appropriate based on the academic history (prerequisites), age, and grade level of each student.
5. Counsel and support students for success in online courses.
6. Assist with the fostering of communication among students, parents, and NCVPS teachers.
7. Promote the NCVPS AP program and assume responsibility for students taking Advanced Placement course through NCVPS with regard to ordering, paying for, and administering Advanced Placement exams in accordance with The College Board guidelines. Upon request, districts will provide NCVPS with the students' scores on AP exams.
8. Honor and reflect final course grades as determined by the NCVPS certified teacher for completion of NCVPS courses on students' educational transcripts and award credit for successful completion of NCVPS courses.
9. Adhere to a NCVPS withdrawal/drop guidelines for students enrolled in NCVPS courses, and reflect W or WF grades for incomplete NCVPS courses on students' educational transcripts.
10. Retain responsibility for special education services required by students enrolled in NCVPS, and provide needed technology or software accommodations as required by students' Individual Educational Programs (IEPs).
11. Participate in NCVPS LEA Leadership training and strategic planning.
12. Participate in NCVPS and any 3<sup>rd</sup> party surveys to determine effectiveness of programs and support services.
13. Work to increase enrollment in Learn and Earn Online program.

I understand and agree to adhere to the outlined responsibilities and obligations for participating as a pilot district when students are enrolled in an online NCVPS course.

District Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Superintendent Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Superintendent Signature:   X  \_\_\_\_\_