

This document addresses critical information school districts and charter schools must follow and responsibilities they must meet regarding curriculum, instruction, and award of credit. This document also addresses the requirements schools must follow to report student attendance accurately for the purpose of earning Foundation School Program funding.

*All Stetleón courses are TEA approved with Texas Certified Instructors. The Stetleón Spanish Institute has partnered with Panhandle Independent School District in order to provide these courses through TxVSN.

CURRICULUM, INSTRUCTION, AND AWARD OF CREDIT

Courses *Not* Provided Through the Texas Virtual School Network (TxVSN)

For distance learning, self-paced computer-assisted, and online courses provided outside the TxVSN, the district is responsible for ensuring the teacher responsible for evaluating the student's work and assigning the appropriate grade has a current certificate to teach the specific course and grade level. This teacher may be the online teacher or a local teacher with the public school in which the student is enrolled.

Additionally, each district or charter school is responsible for ensuring course instruction covers **all** the Texas Essential Knowledge and Skills (TEKS), for the course. The district or charter school may [award credit](#) only if the student receives a grade which is the equivalent of 70 on a scale of 100, based upon the TEKS for each course.

Example: If a district is using a computer/online program that does not have a Texas certified Spanish teacher assigning and evaluating student work OR does not have a Spanish certified teacher on staff, they cannot award a Spanish credit.

Courses Provided Through the TxVSN

TxVSN courses have been reviewed and approved for alignment with the TEKS, national standards for quality online courses, and accessibility for students with special needs. TxVSN courses are approved by the TEA and may be taken for initial credit or credit recovery.

In addition to providing the TEA-approved course, the TxVSN also provides the properly credentialed instructor who serves as the teacher of record.

FOUNDATION SCHOOL PROGRAM (FSP) FUNDING See the [Student Attendance Accounting Handbook](#), Section 12 for additional details.

Courses *Not* Provided Through the TxVSN

For determining and reporting a student's Average Daily Attendance (ADA) eligibility code, time a student spends in a self-paced computer-assisted or online course not provided through the TxVSN may be considered classroom time for FSP funding purposes **only** if the following additional conditions are met:

- The student must be physically present on campus.
- For the duration of the course, a **certified teacher** for the appropriate grade level must be **present in the room** in which the student is taking the course to answer questions and otherwise assist the student.
- As with a traditional course, the student must be regularly scheduled for and attending the course, that is the course must not be designed to operate on a "drop-in" basis.

If all conditions are not met, time a student spends in these courses may not be counted towards ADA funding eligibility.

Example: If a district uses an online program (outside of TxVSN) the district must have a **certified teacher in the classroom every single day. Even if the online program has a certified teacher assigning grades, you must have a certified *grade level teacher* to facilitate the course. They must be physically present in the class every day.**

Courses Provided Through the TxVSN

A student is **not** required to be physically present on campus during instruction of a TxVSN course to generate FSP funding; districts and charter schools can earn these funds regardless of where the student is located while receiving instruction, presuming the student successfully completes the course.

A district or charter school may count 60 minutes of attendance per day, per TxVSN course towards a student's ADA eligibility for the semester. This applies regardless of a specific school's instructional or "bell" schedule.

****Offered through TxVSN, Stetleón/Panhandle ISD courses count for 60 minutes toward ADA funding (students are not required to be in class 60 minutes). Districts CAN use a paraprofessional as the facilitator for a TxVSN course.**