



**GENERAL INFORMATION**

Authorizing School District(s)

Name of Virtual Charter School	Former Name of Virtual Charter School <i>If applicable</i>
Grade Levels Served by Virtual Charter School	Web Site of the Virtual Charter School

Reason for Submission *Check one of the following*

- Opening in 2024-25       Changes to Existing Virtual Charter School

**VIRTUAL CHARTER SCHOOL REQUIREMENTS**

The above-named school is a virtual charter school as defined in, and that meets the requirements in, Wis. Stats. § 115.001 (16) and 118.40 (8), as follows. Check each item that applies. Each item must be checked for the school to be identified as a virtual charter school and accept students under open enrollment.

- Is a charter school under contract with the above school board under Wis. Stats. § 118.40 (8). [Wis. Stats. § 115.001 (16)]
- All or a portion of the instruction is provided through means of the Internet. [Wis. Stats. § 115.001 (16)]
- Pupils enrolled in, and instructional staff employed by, the school are geographically remote from each other. [Wis. Stats. § 115.001 (16)]
- The virtual charter school is located in the school district of the authorizing school board or, if established through an agreement with one or more school boards or the board of control of a CESA, in the school district specified in the agreement. [Wis. Stats. § 118.40 (8) (a)]
- The teacher assigned for each online course in the virtual charter school is appropriately licensed. An individual who holds a license or permit to teach a subject and level in the state from which the online course is provided is appropriately licensed to teach the subject and level in this state. [Wis. Stats. § 118.40 (8) (b)]

[No person holding only a permit to teach exclusively in a charter school may teach in a virtual charter school.]

[Any person providing educational services to the pupil in the pupil's home, other than instructional staff of the virtual charter school, is not required to hold a license or permit to teach issued by the department.]

[An individual may teach an online course without a license or permit from the department if the individual holds a valid license or permit to teach the course's subject and level in the state from which the online course is provided. [Wis. Stats. §118.19 (1b)]]

- For each pupil taught by an instructional staff member, the instructional staff member is responsible for all of the following: [Wis. Stats. § 118.40 (8) (c)]
  - Improving learning by planned instruction.
  - Diagnosing learning needs.
  - Prescribing content delivery through class activities.
  - Assessing learning.
  - Reporting outcomes to administrators and parents and guardians.
  - Evaluating the effects of instruction.
- The virtual charter school does all of the following: [Wis. Stats. § 118.40 (8) (d)]
  - Provides educational services to its pupils for at least 150 school days each school year.
  - Ensures that its teachers are available to provide direct pupil instruction for at least the applicable number of hours specified in s. 121.02 (1) (f) each school year. No more than 10 hours in any 24-hour period may count toward these requirements.
  - Ensures that its teachers respond to inquiries from pupils and from parents or guardians of pupils by the end of the first school day following the day on which the inquiry is received.
- Ensures that a parent advisory council is established for the school and meets on a regular basis. The governing body shall determine the selection process for members of the parent advisory council. [Wis. Stats. § 118.40 (8) (e)]

**VIRTUAL CHARTER SCHOOL REQUIREMENTS (cont'd)**

Informs the parent or guardian of each pupil attending the virtual charter school, in writing, the name of and how to contact, each of the following persons: [Wis. Stats. § 118.40 (8) (f)]

- The members of the school board that contracted for the establishment of the virtual charter school and the administrators of that school district.
- The members of the virtual charter school's governing body.
- The members of the virtual charter school's parent advisory council.
- The staff of the virtual charter school.

Whenever a pupil attending the school fails to respond appropriately to a school assignment or directive from instructional staff within five school days, the governing body of the school notifies the pupil's parent or guardian. The third time this occurs in a semester, the governing body of the school also notifies the school board contracted for the establishment of the school, the school board of the pupil's resident school district, and the department. [Wis. Stats. § 118.40 (8) (g)]

[If a pupil's parent or guardian notifies the school in writing that the pupil will be unavailable during a specified period prior to an assignment or directive being given, the school days during that period do not count toward the five-day response requirement and the required notifications to the appropriate school boards and the department. However, the school requires the pupil to complete any assignment missed during the period. This only applies to up to 10 school days in a school year.]

**SIGNATURES**

Name of School District Administrator

Signature of School District Administrator



Date Signed *Mo./Day/Yr.*

Name of Virtual Charter School Governance Board President

Signature of Virtual Charter School Governance Board President



Date Signed *Mo./Day/Yr.*