CHARGED UP!

Parent
HANDBOOK

Charm City Virtual

Empowering Excellence. Anytime. Anywhere.

www.Charmcityvirtual.com

2500 E. Northern Parkway
Baltimore, MD 21212
(Marietta Ave. Entrance)

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Welcome from the Principal

Welcome Charger Families!

On behalf of the entire school community, I extend a warm and enthusiastic welcome to each and every one of you! As the Principal of Charm City Virtual, I am thrilled to embark on this exciting journey with you and your children in the upcoming school year. Our school is not merely a place of learning; it is a thriving hub of creativity, discovery, and personal growth. Together, we will create an environment that fosters academic excellence, social development, and emotional well-being, all while being virtual. Our dedicated team of educators is committed to providing your children with the best possible education, ensuring they have the tools they need to thrive in an ever-changing world.

We firmly believe that education is a collaborative effort between school and home, and we cherish the partnership we have with each and every one of you. With your support and involvement, we can nurture a strong sense of community where everyone feels valued and respected. We encourage open communication and invite you to actively engage in your child's educational journey.

Throughout the year, you can expect a safe, nurturing, and inclusive virtual environment for your child to learn and grow. We will celebrate each child's unique talents, interests, and achievements, and foster a love for learning that will stay with them throughout their lives. Our school community is built on a foundation of respect, kindness, and empathy, ensuring that every child feels welcomed and supported.

As we embark on this new academic year together, I am filled with excitement and optimism for the endless possibilities that lie ahead. I am confident that, with our collective efforts, this school year will be one of joy, growth, and memorable experiences for your children and our entire school family.

Thank you for entrusting us with your child's education. Let us embrace the challenges and triumphs of the upcoming year with enthusiasm and determination, knowing that together, we can create a brighter future for our children.

Charged Up, Powered Up!

Principal Casagrande

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Who We Are

Birthed from the pandemic, Baltimore City Schools evolved its approach to educating and instructing the 21st century learner. The pandemic and the educational implications surfaced the need for innovation. Baltimore City Public Schools sought to provide an equitable learning experience, reaching the needs of all students through a flexible and accessible Virtual Learning Program (VLP).

Our Vision

Charm City Virtual is committed to providing a rigorous learning experience in a flexible environment where all stakeholders are empowered and challenged academically, emotionally and intellectually through personalized learning, enrichment, and the creative use of technology.

Our Mission

Charm City Virtual Chargers will empower lifelong excellence and wholeness through contribution, collaboration and innovation.

Our Core Beliefs

We believe...

- Each learner has unique learning styles and needs
- Each staff member has a role to play in meeting each student's needs
- Safe and trusting relationships create an optimal learning environment
- Best practices + collaboration + creativity + reflection = student success
- Our entire community plays a role in dismantling inequitable practices so that all students achieve academic excellence

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Core Values

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Charm City Virtual is a *CHARGED* Community!

Collaborative, Honorable, Accountable, Reflective,

Gracious, Engaged, Disciplined

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Collaborative:

One who works as a team player recognizes the strengths and weaknesses of others so that all can contribute effectively.

Honorable:

One who believes in what is right and true for the greater good of the community.

Accountable:

One who is willing to accept responsibility for your own actions.

Reflective:

One who encourages empathy for others, appreciates diversity, and cultivates a growth mindset.

Gracious:

One who extends kindness and respect towards others when they are experiencing challenges

Engaged:

One who is mindful and present to make innovative and valuable contributions.

Disciplined:

One who remains focused and on-track until the task/job is complete.
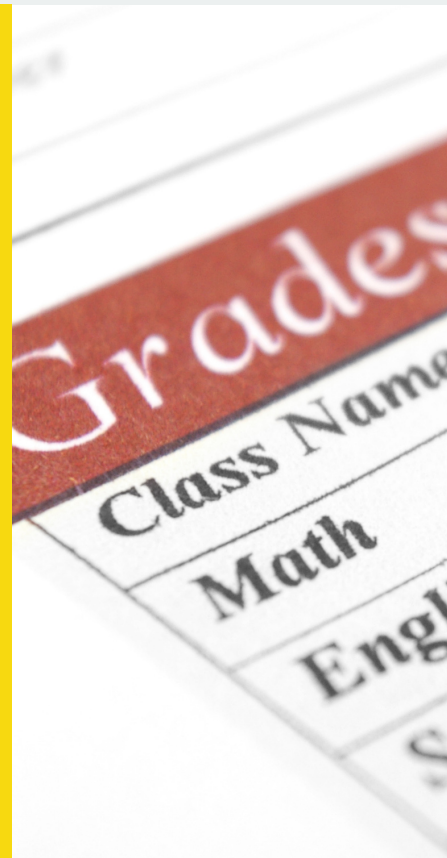
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School Expectations

Schedule

Students are expected to attend classes daily from 8:30 to 3:00. During this time, students are expected to demonstrate SOAR academic behaviors (S- Self-control O- On task behaviors A- Accountability and R- Responsibility). These actions will be monitored and noted daily by teachers and support staff, however, for optimal success we will need your support to follow up upon these actions. In order to SOAR, please assure your child has cameras on during lessons. Use our platform, Schoology, to communicate with teachers and to monitor work completion. Join us when invited to discuss personalized learning and individualized Student Learning Plans .

Grading

Students and families will receive an overview from each teacher highlighting grading practices for the course or grade level within the context of the overall school grading policy. (*Our grading policy is linked HERE as well as to the QR Code below. It can also be found on our website*.)

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All teachers will use Infinite Campus as their official grade book and will enter at least two grades per week. Parents and students can track grades using Parent Portal (http://bit.do/parentportalsteps).

Communication

We encourage all Charm City Virtual families to engage in ongoing discussions with teachers around student performance. Parents will receive two weekly forms of communication outside of date and event reminders-The Weekly Charge (Sent by Principal Casagrande) and a Week-at-a-Glance. The Weekly Charge will overview important school information, events, and celebrations and will be sent out every Monday. Week-at-a-Glances will overview what is expected of their scholar weekly and will be uploaded to our website every Friday. As grades will be updated weekly, Parent WAAGs are used to ensure all due assignments have been clearly communicated and if there is any confusion and/or questions, those can be addressed by contacting the teacher for further support.

If your contact information has changed, please contact Mrs. Seese

Attendance Policy

All students are expected to attend school five days a week, for the full duration of the instructional blocks (8:30-3:00). Daily student attendance is important to learning and academic progress. After each student's absence, they should expect a phone call home. A letter will be sent after 3 absences and a letter and home visit will occur after 5 absences. If the pattern continues, an SST meeting will be scheduled in addition to the another letter and home visit will occur in addition to Students with 15 or more unexcused absences will be referred to truancy court.

To ensure students are not marked as unexcused, a written request must be submitted for documentation. CCV's absence form should be used. At the end of the form, written documentation (doctors notes or parent note), must be attached to validate the absence.

Our Attendance Policy is located on our website as well as linked on this QR Code.

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Camera Policy

Virtual Attendance REQUIRES cameras to be turned on:

- Students full face should be in the zoom square during class time, unless directed otherwise by the teacher.
- Students are to use school approved zoom virtual backgrounds at all times.
- A scholar can turn off background to show assignments to the teacher.
- If a student has the camera off because of a technical or family issue, an email from the parent/guardian must be sent to the teachers and administration for that day.
- Adjustable circular video frames are not allowed to be used in Zoom.
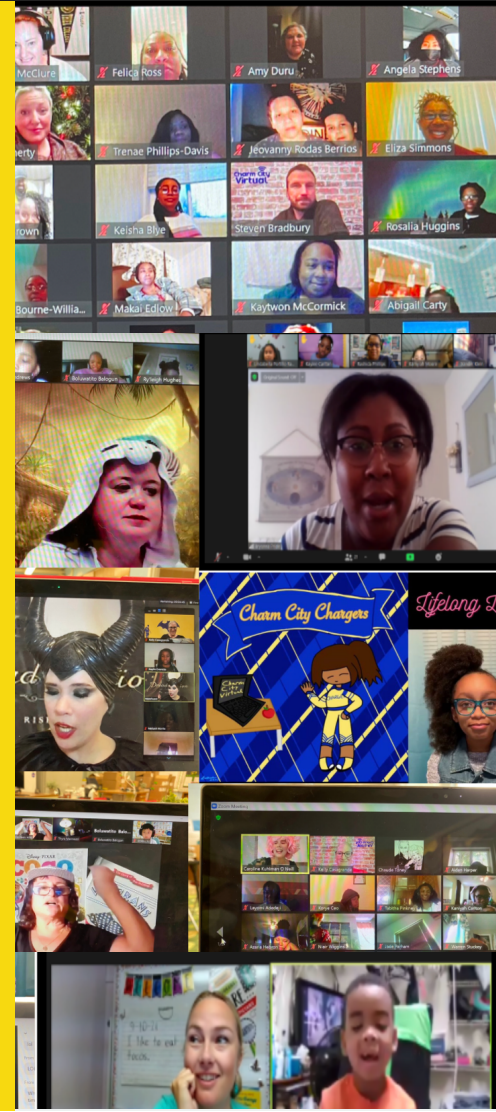
Corrective Measures

First Instance:
- Verbal prompt from teacher
- Written prompt from teacher in Chat or GoGuardian
- Student put into the waiting room and the teacher calls home

Second Instance:
- Office Referral and a call home
- Home Visit
- Hard copy of School Policy provided to parent during home visit

Third Instance:
- Office Referral
- In-School Suspension at PDC
- Meeting with parent to discuss possible removal from program

Instructional Materials

All instructional materials will be distributed in the beginning of the school year at our mandated CHARGER UNIVERSITY. This is to ensure students are provided with the supplies and materials necessary to engage in instruction. Materials are specific to students' grade level and the content being covered. While the program is designed to be virtual, we still believe all students should be provided with books to read independently, in conjunction with a lesson, and/or to support the extension of learning. While texts will be provided via virtual platforms, student texts will still be a part of distribution.

Additionally, all math manipulatives, science materials that meet at-home safety requirements, and resource class materials (fine arts, dance, Physical Education, etc), will be provided to students.

Technology Policy

Devices being issued by Charm City Virtual will remain with the student as long as they are enrolled with Charm City Virtual. If any enrollment changes should occur, all devices and technology MUST be returned to Charm City Virtual. If a device is not returned, the family will be responsible for replacing the device or piece of technology.

The following technology will be issued to every child

- Chromebook and Charger
- Wacom
- Polar Band or Watch

If additional technology support is needed, use the following resources:
- Startup Guide | bit.ly/ccv-chromebook-startup
- Tech Support Page | charmcityvirtual.com/tech
- Tech FAQs | charmcityvirtual.com/tech-faqs
- Tech Support Request | bit.ly/charmcitytechsupport

Please check out our Technology Agreement linked HERE ➡ with this QR Code.

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Supporting Students with Varying Learning Needs

✓ ILPS

In alignment with the department of Gifted and Advanced Learners, all students who have tested according to the COGAT or Naglearia, will be given an ILP (Individualized Learning Plan). Similar to that of a Student Learning Plan, teachers will work with students to identify specific interests and learning styles and identify projects for our GAL students to complete. The use of Renzulli and other GAL program materials can be used to support the creation and implementation of ILPs.

✓ STUDENT SUPPORT TEAM

Students at risk for retention/failure, students who exhibit behavior problems and/or academic concerns can be referred to the Student Support Team.

Purpose: Intensive Intervention to help the student experience success.

SST Meeting consists of:

- Sharing information about student
- Analyze root cause
- Develop a clear and measurable goal with progress monitoring

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Supporting Students with Varying Learning Needs cont.

✔ ESOL

Teachers will be provided ESOL plans for each of their ESOL students. These plans are provided by the ESOL teacher and in alignment to the their WIDA scores. The ESOL teacher, in conjunction with the classroom teacher, will provide instruction according to the students WIDA scores and area of need. The ESOL plans will provide a structured breakdown of desired outcomes which advances the overall curriculum and class goals. ESOL lessons and plans for students from beginner to intermediate levels will focus on all language skills – reading, writing, speaking, and listening.

✔ IEP

Charm City Virtual aspires to provide outstanding inclusive education to each student. Our commitment to exceptional service to our families with students with disabilities guides our actions through the entire IEP process. We seek to uphold the essence of IDEA in protection and support of our students

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Contact Information

At Charm City Virtual, we are dedicated to providing excellent customer service. We desire strong relationships with open lines of communication with the families we serve.

ADDRESS
2500 E. Northern Parkway
Baltimore, MD 21212
(Marietta Ave. Entrance)

CONNECT WITH US
www.charmcityvirtual.com

PHONE
410.291.2346
410.291.2452

OFFICE HOURS
While school is in session, our staff offices are open from 8:00 am - 3:00 pm

Kelly Casagrande
Principal

Twanda Pickett
Assistant Principal

Christine Seese
Secretary

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Follow Us!

At Charm City Virtual, we value a strong home to school partnership. We will continue to provide updates and important information throughout the summer months on our website, www.charmcityvirtual.com and on our social media platforms. We want you to know and see all the great things happening at Charm City Virtual. Please join us on our various forms of social media, like and follow us!

TikTok: @charm_city_virtual

Instagram:@charmcityvirtual

Facebook: https://www.facebook.com/charmcityvirtual/

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Parent Handbook Acknowledgment and Agreement

As a Charm City Family, I acknowledged that I have received and read the Parent Handbook. I agree to the policies and procedures outlined in the handbook and I am committed to adhering and upholding each by digitally signing/completing the linked agreement.

Scan the QR Code ⟶

OR

Click the link (**DIGITAL AGREEMENT FORM)** to complete the signature page.

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