



VLACS Roles and Responsibilities

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THERE ARE TYPICALLY FOUR MAJOR PLAYERS IN MOST VLACS EXPERIENCES:

- Students
- Parents/guardians
- Schools
- VLACS

1. STUDENTS ARE RESPONSIBLE FOR THE FOLLOWING:

- A** Informing school counselors of enrollment in VLACS and confirming that they can apply VLACS credit toward their physical school.
- B** Creating a VLACS account at vlacs.org.
- C** Participating in the required Welcome Call with a parent or guardian prior to starting course work.
- D** Working during the school day or at home as permitted/needed.
- E** Communicating regularly with VLACS instructor.
- F** Seeking help when needed.

2. PARENTS ARE RESPONSIBLE FOR THE FOLLOWING:

- A** Approving all enrollments before the student is assigned an instructor.
- B** Participating in required Welcome Call with the VLACS instructor prior to course work.
- C** Attending all required monthly meetings with student and VLACS instructor.
- D** Supporting students at home by provided them with a workspace, internet access, and an internet-connected device (computer or tablet).

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3. SUPPORTS THAT MAY BE PROVIDED BY SCHOOLS:

- A Providing Internet-connected devices and headsets for students and a staff member knowledgeable about VLACS for logistical support.
- B Offering students scheduled school time to access VLACS.

4. VLACS IS RESPONSIBLE FOR THE FOLLOWING:

- A Providing a NH-certified instructor who will be responsible for grading/assessing student work, academic support and instruction as needed, and maintaining regular communication with the family. During instructors' office hours or scheduled appointments, students receive support from their instructors in the form of interactive text, audio, and video messaging. They may also communicate via email or by telephone. Contact information for instructors is available on all course pages.
- B Maintaining the VLACS student information system which offers students and parents 24/7 access to gradebooks, monthly progress reports and pacing information.
- C Providing support via the Academic and Technical Help Desks through interactive text, audio, and video messaging located on course pages. Live chat support is also available at vlacs.org.
- D Building and nurturing the relationships necessary for success among the physical school, students, and their families.

We are looking forward to working with you, your student and your school. Hopefully, the above information will answer your questions and help make your student's experience a positive one.



Contact VLACS for more information.

vlacs.org | 603.778.2500 | info@vlacs.org

