

Adopted: Orig.

Revised: 8/25/2020

601 DISTANCE LEARNING POLICY

I. PURPOSE

The purpose of this policy is to recognize and facilitate online learning options for those students who wish to take advantage of online learning coursework.

II. GENERAL STATEMENT OF POLICY

- A. The District shall limit enrollment to online learning courses to full-time students enrolled at the school.
- B. The District shall grant academic credit for completing the requirements of an online learning course.
- C. The District shall allow an online learning student to have the same access to the computer hardware and education software available in the school as to all other students in the school.
- D. The District shall continue to provide non-academic services to online learning students in the case of expulsion or exclusion.
- E. All qualified students will be offered the option of participating in online learning courses and programs when offered (and when scheduling allows).
- F. All federal and state rules and laws concerning students receiving special education services will be followed concerning the providing of services.
- G. The number of students served may be limited to a student/staff ratio, the physical size of the space and adjacent space, and subscriptions from a web-based provider.

III. DEFINITIONS

A. Online Learning

An interactive course or program that meets or exceeds state academic standards that delivers instruction from a teacher to a student by computer, includes frequent student assessment, and may include actual teacher contact time.

B. Online Learning Student

A student enrolled at a District school for purposes of compulsory attendance and enrolled in an online learning course.

C. Comprehensive Online Learning

Students may apply for full-time enrollment in an approved online learning program through open enrollment, agreement between school boards or to an online charter school following enrollment procedures and timelines in M.S. 124D.03 (Enrollment Options), M.S. 124D.08 (School Boards' Approval To Enroll In Nonresident District.) or M.S. 124E (Charter School). If a student enrolls full-time in an approved online learning program through open enrollment, they will not be unenrolled at the District.

D. Supplemental Online Learning

An online course taken in place of a course period during the regular school day at a local district school.

E. Enrolling district

Refers to Technical Academies of Minnesota

IV. PROCEDURES

A. Students

1. A student may enroll during a single school year in a maximum number of credits that would otherwise be offered by the school, with online courses not to exceed 50% of the student's full schedule of courses.
2. An online learning student may complete course work at a grade level that is different from the student's current grade level when approved by the instructor.

B. Classroom Membership and Teacher Contact Time

1. A Minnesota properly licensed teacher must deliver instruction to enrolled students receiving online instruction. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of learning. The instruction may include curriculum developed by persons other than a teacher with a Minnesota license.
2. Classroom membership and teacher contact time will be determined with the input of the student, parent/guardian, online learning staff, and School Social Worker.

C. Academic Credit; Graduation Standards or Requirements

1. The District shall apply the same graduation requirements to all students, including online learning students.
2. The District shall use the same criteria for accepting traditional online learning credits or courses offered by the District as it does for accepting other credits.
3. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the District, that standard or requirement will be met.

D. In accordance with MN Statute 124D.095, all online courses at the District will:

1. Be taught by Minnesota licensed teachers;
 2. Meet or exceed state academic standards;
 3. Transfer to other MN public school districts; and
 4. Apply to high school graduation
- E. As in accordance with MN Statute 124D.095, Online Learning Rights & Responsibilities
1. Student's Rights
 - a. Participate in any approved OLL (online learning) program for which they qualify.
 - b. Enroll full-time in a comprehensive OLL school through open enrollment, charter school enrollment, or through an agreement between school boards.
 - c. Enroll in supplemental courses above 50% if TAM (the enrolling district) grants permission or if an agreement is made between schools for instructional services.
 - d. Enroll in supplemental OLL courses during a single school year to a maximum of 50% of the student's full schedule of courses per term at the District. Students may enroll in more than 1.0 ADM for credit recovery, other special circumstances covered under state law, or a fee.
 - e. Have the same access to computer hardware & software as other students enrolled in the district.
 - f. Complete coursework at a grade level that's different from the current grade.
 2. Student's Responsibilities
 - a. Must be enrolled at a District school.
 - b. Notify the District of their intent to enroll within 10 days of acceptance.
 - c. Sign a statement of assurance that they have reviewed and understand the expectations of OLL enrollment.
 - d. Enroll in supplemental OLL courses no later than the midpoint of District's term.
 - e. Adjust class schedule at school (reduce instructional contact) for supplemental OLL enrollment.
 - f. Complete the course(s).
 3. OLL Program's Rights
 - a. Provide students enrolled full-time in OLL with up to a full-time course load, or the equivalent per year.
 - b. Provide up to 50% of instruction through OLL per term for supplemental online learning students.
 - c. May limit participation by board resolution.
 4. OLL Program's Responsibilities
 - a. Within 10 days of acceptance, notify the student & enrolling district of the course, credits, start date of instruction and confirm the course meets the student's graduation requirements at their enrolling district.

- b. Assist students whose family qualifies for the education tax credit to acquire computer hardware or software for OLL.
 - c. Instruct no more than 40 students in an OLL course, unless granted a waiver by the commissioner.
 - d. Assist students with informing enrolling districts of OLL participation and course completion.
5. District Rights
- a. Reduce an OLL participant's traditional instruction in proportion to the OLL courses taken.
 - b. Challenge the validity of an OLL course
6. District Responsibilities
- a. Not prohibit a student from applying to enroll in OLL.
 - b. Award credit for completed coursework.
 - c. Allow students to participate in extracurricular activities.
 - d. Make available information about OLL to all interested people.