

Title: Online Learning

**Purpose**

SSB 5410 requires all school district board of directors to develop policies and procedures regarding student access to online courses and online learning programs.

**Scope**

The procedure relates to any and all online courses or programs subject to the law by the definitions indicated below:

**Procedure**

**Online Learning**

**A. Definitions**

Online Courses:	An “online course” or “grade level coursework,” means a course which more than half of the content is delivered online and more than half of the instruction is delivered online by a teacher from a different location than that of the student. A certificated teacher has the primary responsibility for the student’s instructional interaction and students have access to the teacher synchronously and/or asynchronously.
Online School Program:	“Online school program” is delivered by a school district or cooperative of school districts and offers a sequential set of online courses or grade-level coursework throughout the school year in a manner that could provide a full-time basic education program if so desired by the student. The student may enroll as a part-time or full-time student.
Online Learning Support Team	District/school staff that will provide assistance to the student in accessing courses, understanding coursework and maintaining successful progress in the course.

**B. Student Access to Online Courses and Online School Programs**

School district staff will provide students with information regarding online courses that are available through the school district.

**C. Types of Online Courses Available**

The district will facilitate access to online courses it offers, including, but not limited to:

- Standard-level courses meeting high school graduation requirements;
- Grade level coursework for K-8; and
- A course that meets the criteria for district use of a non-approved course.

#### **D. Student Eligibility Criteria**

The district will facilitate access to online learning courses and programs for students enrolled in grades K-8. Students requesting permission to take an online course or participate in a district-created online school program must adhere to the following criteria:

1. Have completed any required prerequisites necessary to function effectively in an online learning environment;
2. Comply with existing district's policies for registering/enrolling in a course or district program.

#### **E. Supporting Student Success**

The district will provide the following support to students to help ensure a successful online learning experience:

1. All online students will receive assistance from the local online learning support team;
2. The Advisory Teacher will advise students in selecting and registering for online learning options to which the district facilitates access;
3. The Advisory Teacher will communicate regularly with online students to ensure they are connecting to the online coursework and are making satisfactory progress in their online coursework.

#### **F. Costs/Fees**

1. Courses offered to students for which the district claims state education funding or that are included as part of the regular school day will be paid for by the school district. Students/families may be responsible for fees as specified by the district fee schedule.
2. Fees may be charged to students for courses offered for which the district claims no state education funding and that are not included as part of the regular school day.

#### **G. Information to Students and Parents or Guardians**

The district will use a variety of methods to provide information to parents/guardians and students regarding online learning opportunities.

Information may be provided through the district Web page, newsletters, the student handbook and/or other appropriate district communication resources.

Information provided may include descriptions of online courses or online school programs, enrollment information, potential fees, student eligibility requirements, and methods the district will use to support success.

#### **H. Criteria for District Use of Non-OSPI Approved Online Providers**

1. The district may offer courses to students from providers not on the OSPI approved list only after ensuring that they meet the criteria for district use of non approved providers as posted on the OSPI website.
2. The district will ensure proper documentation when using non approved online providers.

#### **Supporting Documentation**

- SB 5410 Online Learning
- AC 392-502: Online Learning – Approval of multidistrict on-line providers
- Policy 7019 (Valley)

#### **Policy History**

Approved by Valley School Board: March 17, 2010

Kettle Falls School District No. 212

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Date of Revision: April 28, 2014