

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

1. DEFINITIONS

1.1. Online Courses:

An “online course” is one which is delivered primarily electronically using the internet or other computer-based methods; and is taught by a teacher primarily from a remote location.

1.2. Online School Program:

“Online school program” is delivered primarily electronically, and provides an online, sequential program of courses or grade-level coursework and instruction in which more than half of the program 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.

1.3. 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.

2. 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.

3. TYPES OF ONLINE COURSES AVAILABLE

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

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

4. 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:

- (a) Have completed any required prerequisites necessary to function effectively in an online learning environment;

- (b) Comply with existing district policies for registering/enrolling in a course or district program.

5. SUPPORTING STUDENT SUCCESS

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

- (a) All online students will receive assistance from the local online learning support team;
- (b) The Advisory Teacher will advise students in selecting and registering for online learning options to which the district facilitates access;
- (c) 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;

6. COSTS/FEES

- 6.1. Courses offered to students for which the district claims state education funding or that are included as part of the legally-required annual average total instructional hour offering will be paid for by the school district. Students/families may be responsible for fees as specified by the district fee schedule.
- 6.2. 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 legally-required annual average total instructional hour offering.

7. INFORMATION TO STUDENTS AND PARENTS OR GUARDIANS

- 7.1. The district will use a variety of methods to provide information to parents/guardians and students regarding online learning opportunities.
- 7.2. Information may be provided through the district Web page, newsletters, the student handbook and/or other appropriate district communication resources.
- 7.3. 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 student success.

8. CRITERIA FOR DISTRICT USE OF NON-OSPI APPROVED ONLINE COURSES

- 8.1. 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 courses as posted on the OSPI Web site.
- 8.2. The district will ensure proper documentation when using non-approved online courses.

Supporting Documentation

SSB 5410 Online Learning
WAC 392-502 Online Learning – Approval of Multidistrict On-line Providers
2024-Online Learning

Document History

Action:	Date:
New	March 17, 2010
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