

## Education Programs

### Online Learning Options

#### I. Purpose

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance and academic credit.

#### II. General Statement of Policy

- A. The school district supports the opportunity provided through online learning and shall not prohibit an enrolled student from applying to enroll in online learning.
- B. The school district shall grant academic credit for completing the requirements of an online learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district. The school district is not responsible for providing additional hardware, software, access or connectivity as required by the student for a course taken outside Edina Public Schools.
- D. The school district shall continue to provide nonacademic services to online learning students enrolled in Edina Public Schools.
- E. Online learning students may participate in the extracurricular activities of the school district on the same basis as other enrolled students.

#### III. Definitions

- A. "Online learning" (OLL) is an interactive course or program that delivers instruction from a teacher to a student by computer, is combined with other traditional delivery methods that include frequent student assessment and may include actual teacher contact time, and meets or exceeds state academic standards.
- B. "Online learning student" is a student enrolled in the school district for purposes of compulsory attendance and enrolled in an online learning course or program delivered by an online learning provider.
- C. "Online learning provider" is a school district, intermediate school district, postsecondary institution, organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that

provides online learning to students. Online learning providers must be approved by the superintendent or designee.

#### IV. Procedures

##### A. Dissemination and Receipt of Information

1. The school district will receive, maintain, and disseminate information provided to it by online learning providers.
2. Online courses must meet the policies and standards established by the school district, including student safety, acceptable use of computers, nondiscrimination and class size.

##### B. Students

1. A student may apply to an online learning provider to enroll in online learning. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.
2. A student may enroll in online learning courses up to the midpoint of the assigned school's term. The school district may waive this requirement for special circumstances and upon acceptance by the online provider. Exceptions for unique circumstances may be approved by the director of teaching and learning.
3. An online learning provider will notify the school district and the student within ten (10) days of acceptance of the student's online learning course or program and hours of instruction.
4. The online provider must make available to Edina Public Schools the course syllabus, standard alignment, content outline, assessment requirements and contact information for online courses taken by students from Edina Public Schools.
5. An online learning student may enroll in online learning courses during the school year to a maximum of 50% of the student's full schedule of courses per term. A student may exceed the supplemental OLL enrollment registration limit if Edina Public Schools grants permission for supplemental OLL enrollment above the limit, or if an agreement is made between Edina Public Schools and the OLL provider for instructional services. Exceptions for unique circumstances may be approved by the director of teaching and learning.
6. To enroll in more than 50% of their full schedule of courses per term in online learning the student must apply for enrollment to a full-time learning program, in accordance with state law.
7. An online learning student may complete course work at a grade level that is different from the student's current grade level.

8. An online learning student may enroll in additional courses with an online learning provider under a separate agreement that includes terms for payment of any tuition or course fees.
9. An online learning student may also enroll in additional courses with a postsecondary online learning provider under a separate agreement that includes terms for payment of any tuition or course fees.
10. To the extent the school district provides curriculum to resident students that has both physical and electronic components, the school district must make the electronic component accessible to a shared-time resident student in a home school at the request of the student or the student's parent or guardian, provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

#### C. Classroom Membership and Teacher Contact Time

1. The school district may reduce an online learning student's regular classroom instructional membership in proportion to the student's membership in online learning courses.
2. The school district may reduce the teacher contact time of an online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from Edina Public Schools. 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.

#### D. Academic Credit; Graduation Standards or Requirements

1. Edina Public Schools shall apply the same graduation requirements to all students, including online learning students.
2. Edina Public Schools shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. Edina Public Schools may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with the Minnesota Department of Education.
4. Edina Public Schools shall count secondary credits granted to an online learning student toward its graduation and credit requirements.

5. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement set by Edina Public Schools, that standard or requirement will be met.
6. Edina students who successfully complete an online course provided by Edina Public Schools shall receive a letter grade that will be used in the calculation of grade point average and placed on the student's transcript.
7. Edina students who successfully complete an online course provided by another online provider shall receive a course grade of "P" (Passing) that will not be used in the calculation of grade point average, but shall be placed on the student's transcript.
8. Students, not otherwise enrolled in Edina Public Schools, who successfully complete an online course provided by the school district, shall receive a letter grade that will be reported to the student's resident school district. The resident school district shall determine whether the grade will be used in the calculation of grade point average or how it is placed on the student's transcript.
9. Students who enroll and successfully complete an online postsecondary course shall receive a course grade of "P" (Passing) that will not be used in the calculation of grade point average, but shall be placed on the student's transcript.

Legal References:

Minn. Stat. § 123B.42, Subd. 1 (Curriculum; Electronic Components)  
Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)  
Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References:

Policy 510 (Nonresident Enrollment)  
Policy 605 (Alternative Programs)  
Policy 608 (Special Education)  
Policy 613 (Graduation Requirements)  
Policy 620 (Course Credit for Learning)

Policy  
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Edina, Minnesota