

## **Bruneau-Grand View Joint School District #365**

### **INSTRUCTION**

**2395**

#### Idaho Digital Learning Academy Classes

The Idaho Digital Learning Academy (IDLA) is a legislatively created virtual school designed to provide Idaho students with greater access to an assortment of courses while working in collaboration with public schools. IDLA offers educational opportunities that meet students' changing needs and grants students the flexibility of learning anytime, anyplace, and at a pace that meets their individual learning styles.

The District will use not only IDLA, but other accredited online learning classes to supplement its curriculum and to provide remedial academic support. These classes may be offered by other school districts, universities or other accredited options.

#### Site Coordinator

The District will provide at least one individual, employed by the District, as a site coordinator. The site coordinator is to regularly motivate students, to provide appropriate support, and to monitor student progress. The role of the site coordinator is to:

1. Advise students on appropriate courses for registration;
2. Ensure that students are completing work on a timely basis, including checking grades online every week;
3. Keep students on task (proctor daily);
4. Proctor final exams.

Additionally, the site coordinator is a contact for the online instructor. The costs associated with certifying the online Site Coordinator Course shall be paid by the District. Additionally, the site coordinator is a contact for the IDLA instructor and IDLA staff. A site coordinator shall be assigned to each building, or as an alternative, to each District. Anyone selected as a District site coordinator shall successfully complete the IDLA online Site Coordinator Course. The cost of the IDLA online Site Coordinator Course shall be paid by the District.

#### Course Deadlines

The Site Coordinator will inform all students taking an on-line class of the start date and end date of the class enrolled. Course work must be completed by the end of each semester within the calendar year\*.

Online classes usually offer a selection of 9-week, 12-week, 16-week, "Flex" classes, and summer courses. Due to the time constraints for posting grades, and the district approved instructional calendar timeline, any request for an extension beyond the scheduled course must be approved by petition.

A written petition for an extension due to unforeseen special circumstances will be presented by the student to the Principal and course provider for approval.

\*Some online courses may have an adjusted start/finish date with course approval.

### Student and Course Selection

District administrators, counselors, and teachers will identify those students who will benefit from IDLA classes.

At the discretion of the principal or designee, students may be selected to take IDLA courses if they:

1. Need to make up credits in order to graduate on schedule;
2. Are eligible for hospital or homebound programs;
3. Are interested in advanced placement or dual credit courses;
4. Want to supplement their curriculum by taking courses not offered at their school;
5. Have scheduling conflicts;
6. Want to accelerate their academic program by taking additional courses to facilitate early graduation; or
7. Are excused from being physically present on the campus of their school of record for an extended period of time.

Students may be denied the privilege of IDLA enrollment if their academic and behavioral record does not indicate the academic ability and self-discipline needed to succeed in online classes.

The parent/guardian, student, and principal or designee must confer and agree that the course(s) selected is/are academically and developmentally appropriate for the student and that all prerequisites as determined by the student's school of record have been completed before registration in an IDLA course.

### Ethical Conduct

Any student attending classes through IDLA shall adhere to the District's Acceptable Use of Electronic Networks policies and any acceptable use policy implemented by IDLA. Additionally, the student and the student's parent/guardian shall agree to abide by the District's and IDLA's policies prior to IDLA classes beginning.

In the event of a violation of the acceptable use policy, plagiarism, or other disciplinary issues, IDLA will notify the District. The District shall take any disciplinary measures necessary as provided in District policy.

## Tuition and Fees

The District shall abide by the Fees Policy Statement provided by the online learning entities up to and equal to the cost for equivalent instate IDLA courses. The District shall pay the costs associated with students who take online classes as part of their normal school day, including the required supported materials (i.e. textbooks, etc.). The District will pay the tuition, registration fees and supported materials required (by the entity offering the class) for eligible students up to and equal to the cost for equivalent instate IDLA courses.

Families may choose to pay for enrollment of an online class, in addition to (and outside of) the regular school day, if the family chooses. In such cases, payment will be made by the family and processed by the school.

If courses are covered by state reimbursement (advanced opportunities funding), then the District will cover the costs for enrollment of an online class, in addition to (and outside of) the regular school day. Students participating in advanced opportunities, such as Fast Forward, must have the state-approved waiver on file with the school district.

## Grading

Online learning institutes provide a percentage grade to the Districts. The District transcribes the credit. The grade received from any approved online class will be averaged into the student's GPA. The student will be granted high school credit when earned through the an accredited online school. Grade percentages in courses shall be based on such criteria as mastery of the subject, demonstrated competency, and meeting the standards set for each course.

Other online courses, which are accredited, will be managed in the same fashion. All online course work paid by the District will be considered as it relates to athletic eligibility- those taken as part of the regular school day and those taken as overload. Middle School students taking overload courses (by choice) and High School students completing courses for BGV credit must complete all science labs in order to receive credit for the course from BGV. Students must achieve a 70%, or greater, in order to receive credit for the course through BGV, on their BGV transcript. College courses are exempt from this requirement.

## Accreditation & Scheduling

Courses which the District pays for must be accredited course offering for which the student receives credits on their transcript.

Scheduling students to take interactive and distance-learning courses is sometimes complicated & difficult. The District will work with families who wish to have their students participate in distance-learning courses, which may include having students take other online courses to accommodate/alleviate scheduling conflicts. This will be at the discretion of the Principal, and subject to the conditions described above under "Student and Course Selection."

Students may request participation in a course from a source which the Site Coordinator is not trained in nor familiar with. In such instances, the District may require 60 days notice in order to ensure that the Site Coordinator is adequately trained to proctor and facilitate such coursework.

Advanced Placement Designation on Transcript

If a student of the District takes an IDLA class, the District will specify on the student’s transcript that the advanced placement course was taken through IDLA. The purpose for this is to ensure that the student’s transcript reflects an approved provider of the advanced placement course, such as IDLA.

For all other requirements regarding IDLA, please refer to the Idaho Digital Learning Academy.

*Policy Note: Some information to develop this policy was provided by the Idaho Digital Learning Academy.*

Cross References:	3270	District Provided Access to Electronic Information, Services, and Networks
	3270P	Acceptable Use of Electronic Networks

Legal References:	IC § 33-5502	–Creation — Legislative Findings — Goal
	IC § 33-5505	Definitions
	<i>Paulson v. Minidoka School District No. 331, 463 P.2d 935 (Idaho, 1970).</i>	

Policy History:

Adopted on:

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