

## **ONLINE LEARNING ACTIVITIES AND DISTRICT ONLINE**

The School Board supports online learning as a means of:

1. Enabling more personalized learning opportunities;
2. Providing students with access to additional courses, learning activities, and instructional materials;
3. Offering a greater variety of learning environments; and
4. Encouraging skills and aptitudes that will support lifelong learning.

Online instruction and online learning occur in a variety of settings and formats. The District's student nondiscrimination policy applies to online educational opportunities, including the requirement that no student shall be unlawfully denied access to, or the benefits of, a learning activity, course, or program.

### **Student Online Learning Activities Incorporated into Courses that Maintain a Traditional Class Schedule**

The administration is charged with approving student online learning activities that are incorporated into courses that maintain a traditional schedule of in-person class time. Members of the District's instructional staff are charged with ensuring that they have received administrative approval for such integrated online learning activities (including approval of both the instructional materials and the necessary technology resources). In addition to verifying basic alignment with the relevant curriculum, important considerations related to the approval of these online learning activities include at least the following:

1. The instructional materials used in the activity are approved in a manner that is consistent with the
2. District's general selection criteria and procedures.
3. The learning opportunity and the technology resources required to complete the activity are
4. Adequately accessible to all students in the applicable grade/class/program, including students with
5. Disabilities and students with limited access to technology resources at home.
6. The administration has taken appropriate steps to address the District's compliance with student records and student privacy requirements for any third-party provider whose content, service, or product is used in the activity and who receives, accesses, or uses any personally-identifiable student data.

### **District Online Courses**

For purposes of this policy, "District online courses" are courses the District has approved for possible student registration following a determination that the course meets all of the following requirements:

1. An instructional administrator has favorably evaluated (a) the course's academic content and rigor; (b) the instructional materials used in the course; (c) the course's alignment with applicable standards and curriculum guides; (d) the appropriateness of the student assessment methods used in the course; and (e) the accessibility of the learning environment and the instructional materials.
2. As a result of the course having a significant online instructional component, the students taking the course are not required to meet for class at school (i.e., to be physically present in the same learning environment as the teacher) for substantially the same number of in-person, instructional hours that similar non-online courses are normally scheduled to meet within the District.

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3. The course is taught by a teacher who is appropriately licensed by the Department of Public Instruction (DPI), although the teacher need not be an employee of the District.
4. The District has identified and approved any third-party provider(s), including the provider(s) of the relevant technology platform(s), based on an assessment of each provider's ability to meet applicable District requirements/policies and applicable legal requirements, including requirements related to student records management and student privacy.
5. A student who is taking the course does not apply directly to another educational institution under the part-time open enrollment program, the Technical College Course Program, the Early College Credit Program, or other similar program in order to register for and attend the course (i.e., the District is responsible for the course approval and registration process).
6. For 7th or 8th grade courses, the District has determined that the course involves grade-level content, assignments, and assessments; and, for high school courses, the District has determined that, upon successful completion of the course, the District would award a student with credit toward a high school graduation requirement (although a 7th or 8th grade student who is approved to take a high school course need not be eligible to actually receive such high school credit).
7. Either the teacher will grade the student using the applicable District grading scale, or the District has determined that the grade received from the teacher can readily be converted to the applicable scale.
8. If taught by a teacher who is not employed by the District, the course shall not be comparable to a course that is already offered in the District, with the following exceptions: (a) any course that the Board has expressly approved for such dual offering; (b) a course that a student is taking for credit recovery; (c) a course that is being taken as part of a formal alternative education program or under the District's plan for serving at-risk students; (d) the student has a schedule or site-based conflict that the District determines cannot reasonably be reconciled during a subsequent school term without undue academic detriment to the student; (e) a student is taking the course during the term of his/her expulsion from school, if allowed under his/her expulsion order or if the course is an educational service required by law; (f) the course is part of an approved plan for home-bound instruction; or (g) the course meets a student's individual needs consistent with a plan or with procedures that the District has adopted to meet legal obligations (e.g., special education, Section 504, talented and gifted education, EL/bilingual education, etc.).

District online courses may be separately offered as summer school classes only if the course is eligible for state summer school aid and only subject to the space availability and/or budgetary limitations approved by the Board.

Student applications to take District online courses shall be submitted and approved in accordance with established District procedures.

At or prior to the time a student begins an approved online course, the District will provide an orientation to the student that addresses the applicable attendance, participation, and academic progress expectations; the academic and technical support resources that are available to the student; the student's use of the applicable learning platform(s); and such other information as the District's staff deems appropriate.

Failure to meet established participation, progress, or other course expectations in a District online course will lead to appropriate consequences, up to and including removal from the course, denial of credit, and denial of future requests to take online courses. Failure to meet any requirement that the District establishes as an attendance requirement for an online course, without an acceptable excuse under the District's student attendance policies, may also lead to referral for truancy proceedings. Students should expect that most courses will include periodic scheduled meetings, assessments, conferences, or discussions to be held at specific times and, in some instances, at school.

Nothing in this policy prohibits a parent or guardian from submitting other types of requests for program or curriculum modifications in a manner that is consistent with other Board policies and applicable procedures.

**LEGAL REFERENCES:**

**Wisconsin Statutes**

Section 115.28(53)	[state superintendent duties, which include making online courses available]
Section 115.28(54)	[state superintendent duties, which include promoting the delivery of online instruction]
Section 118.13	[student nondiscrimination]
Section 118.15(1)(d) – (f)	[program or curriculum modifications]
Section 120.13	[school board power; do all things reasonable for the cause of education]
Section 121.004(8)(b)	[summer average daily membership equivalent for state aid purposes – online instruction]
Section 121.14	[state aid for summer and interim session classes, including online classes]

**Federal Laws**

Individuals with Disabilities Education Act programs and services for students with disabilities National Instructional Materials Accessibility Standard and provision of assistive technology devices and services for students with disabilities]

**CROSS REFERENCES:**

**ADOPTED:** August 9, 2018