

## DISTANCE EDUCATION

Code **IJNDAA\*** Issued **12/03**

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Purpose: To establish the board's vision and the basic structure for providing distance education as an alternative means of instruction for students.

Interactive distance learning is instructional delivery that does not require the student to be physically present in the same location as the instructor.

Distance education courses will be part of the educational program delivery system to increase accessibility and flexibility in the delivery of instruction in the center. In addition to regular, classroom-based instruction, students may earn credit through distance education provided by virtual/online courses.

All distance education programs and courses will be consistent with instructional goals of the center, ensuring both the rigor of the course and the quality of instruction. The center will review instructional materials periodically to ensure they meet program standards. Distance education courses will provide the opportunity for substantial, personal and timely interactions between staff and students and among students.

**A student may earn credit for a virtual/online course only in the following circumstances.**

- The center does not offer the course.
- The center does offer the course, but the student is unable to take it due to an unavoidable scheduling conflict.
- The course will serve as a supplement to extended homebound instruction.
- The center has expelled the student from the regular school setting, but educational services are to be continued.
- The director, with agreement from the student's parent/guardian and teachers, determines the student requires a differentiated or accelerated learning environment.
- The student must be enrolled in the center and must also take the course during the regular school day at the center site.

The center must receive an official record of the final grade before awarding credit toward graduation.

### **Application for courses**

Students applying for permission to take a distance education course will do the following.

- Complete prerequisites and provide teacher/counselor recommendations to confirm that he/she possesses the maturity level needed to function effectively in an online, two-way learning environment.
- Obtain the approval of the director or his/her designee before enrolling in a distance education course.

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- Adhere to the code of conduct to include rules of behavior, consequences for violations and signed student agreements.
- Adhere to attendance requirements of the center.

### **Evaluation**

The center will evaluate the educational effectiveness of the distance education courses and the teaching/learning process to include assessments based on state curriculum standards as well as student satisfaction. The center will use this evaluation to decide whether to grant credit for the course or to continue or discontinue the use of the distance education course.

The center will pay the tuition fee for the course for students enrolled full time. The board will pay the fee for expelled students who are permitted to take distance education courses in alternative settings.

Students will have access to sufficient library media resources such as a “virtual library” available through the World Wide Web, laboratory facilities, technical assistance, and hands-on training and information.

The center will be responsible for providing adequate supervision and monitoring of students enrolled in distance education courses.

The center will not use distance education as the sole medium for instruction in any required subject area for pupils in grades K-8.

Adopted 12/9/03