

EDUCATION PROGRAMS
Board Policy 624
St. Cloud Area School District 742
Reviewed/No Change: May 2019
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Revised: November 1, 2023

624 ONLINE INSTRUCTION

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 of the district.
- D. The school district shall continue to provide non-academic services to online learning students.
- 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” 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, an intermediate school district, post-secondary institution or an 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, non-discrimination 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 an online learning course up to the midpoint of the school district's term. The school district may waive this requirement for special circumstances and upon acceptance by the online learning provider. Exceptions for unique circumstances may be approved by the Assistant Superintendent.
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 the school district the course syllabus standard alignment, content outline, assessment requirements and contact information for online courses taken by students from the school district.
5. An online learning student may enroll in online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term. A student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit or if the enrolling district and the online learning provider agree to the instructional services. Exceptions for unique circumstances may be approved by the Assistant Superintendent.
6. To enroll in more than 50 percent 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 the online learning provider under a separate agreement that includes terms for paying 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 shared-time resident students 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 the school district. 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 holding a Minnesota license.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district 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. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.

4. The school district 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 at the school district, that standard or requirement will be met.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
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.094 (Online Instruction Act)

Cross References: Board Policy 509 (Enrollment of Nonresident Students)
Board Policy 605 (Alternative Programs)
Board Policy 608 (Instructional Services – Special Education)
Board Policy 613 (Graduation Requirements)
Board Policy 620 (Credit for Learning)

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742 St. Cloud, Minnesota

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