Online Courses
An “online course” is one in which more than half of the content is delivered online and more than half of the instruction is delivered online by a teacher from a different location than that of the student.

Student Access to Online Courses and Programs
The district will facilitate access to the following types of online learning opportunities:

1. District-created and taught online courses;
2. District-taught online courses created by a third-party contracted provider;
3. OSPI-approved online courses created and taught by third-party course providers;
4. District-sponsored programs created and taught by third-party course providers;
5. District-sponsored programs created by third-party course providers and taught by district teachers; and
6. Out-of-district online school programs accessed through an interdistrict transfer.

Student Eligibility Criteria
The district will facilitate access to online learning courses and programs for students enrolled in grades 9-12. Students requesting permission to take an online course or participate in a district-created online school program must adhere to the following criteria:

1. Have completed any required prerequisites and provide teacher/counselor recommendations to confirm that he/she possesses the academic level needed to function effectively in an online learning environment;
2. Comply with existing district policies for registering/enrolling in a course or district program.
3. Students interested in attending an online school program in another district must follow the inter-district transfer procedures prior to entering that program.

Costs/Fees
1. Courses offered to students for which the district claims state education funding or that are included as part of the legally-required annual average total instructional hour offering of one thousand (1,000) hours will be paid for by the school district. Students/families may be responsible for fees as specified by the district fee schedule.
2. Courses offered to students for which the district claims no state education funding and that are not included as part of the legally-required annual average total instructional hour offering of one thousand (1,000) hours will be paid by students/families.

Granting of High School Credit for Online Courses
1. Credit for online courses will be granted in the same manner as other course offerings in the district.
2. Currently enrolled students should notify the district, via their counselor, prior to enrolling in an online course provided outside of the district. The student will be informed, in writing, whether or not the course is eligible for academic credit from the district.

3. For students transferring credit from online courses or programs, as approved by OSPI and taken while enrolled outside of the district, credit shall be granted like all other transfer courses.

4. For eligible courses, if course credit is earned, the course will be recorded on the transcript using standardized identifier for online courses provided in the Comprehensive Education Data Research System (CEDARS).

5. A maximum of two credits of online course work, earned outside the Mead School District while enrolled in Mead or Mt. Spokane High School, will be accepted in order to earn a Mead High School or Mt. Spokane High School diploma. The principal may authorize exceptions to this requirement for extenuating circumstances.

**Student Responsibilities**
1. Adhere to the district’s code of conduct for academic integrity.
2. Comply with course/program participation and completion requirements.
3. Maintain high academic involvement.
4. Notify the district if participation in an online course/program ceases or changes.
5. Participate in an online course/program orientation, if offered.

**Parent or Guardian Responsibilities**
1. Parents or guardians are responsible for costs/fees as specified by the district fee schedule.
2. Parents or guardians are responsible for seeking appropriate technology, per district recommendations, for student participation in coursework outside of the school day or designated online learning period.

**District Responsibilities**
1. Inform staff, parents/guardians and students of the district’s online course/online school program prerequisites, technology requirements, course outlines, syllabi and possible fees.
2. Provide online students who remain enrolled in the district and who participate in the online course or program during the school day, with access to computing hardware and connectivity required for participation in the online course or online school program.
3. Inform staff, parents/guardians and students of how to seek and access technology resources and technological requirements beyond the school day.
4. Ensure proper student information system coding for online courses.

Adopted: August 30, 2010