

Educational Opportunities Through Sponsoring Entities

Definitions

For the purpose of this policy:

- *Educational opportunity* means instruction outside of the classroom that meets course standards, as determined by the Superintendent of Public Instruction. This includes work-based learning, pre-apprenticeships, apprenticeships, internships, industry certifications, and community programs.
- *Sponsoring entity* means a business, for-profit organization, nonprofit organization, trade association, parent of a student, teacher, or administrator that partners with a school district to provide educational opportunities for students.
- *Teacher of record* means a teacher employed by the District and licensed to teach the course for which the student will be receiving credit. The teacher of record must oversee the educational opportunity process. The teacher of record does not need to be physically present at the site where the student is performing the learning activities but must be instrumental in coordinating and communicating with the sponsoring entity. The teacher of record is also responsible for issuing the grade to the student. Because the student is learning through hands-on activity, the student would be learning from both the teacher of record as well as the sponsoring entity during the experience.

Purpose

Fargo Public Schools recognizes that while traditional classroom learning is important, students have the ability to learn through a variety of experiences and develop knowledge and skills in a hands-on way outside the classroom. Pursuant to state law and in accordance with applicable administrative rules, the District may allow students enrolled in grades six through twelve to earn course credit through educational opportunities with an eligible sponsoring entity. The student's learning experience may occur during school hours, outside of school hours, or a combination of both. Course credit shall be awarded, provided that content standards are met, and the student has fulfilled the mandatory hours set forth in NDCC 15.1-21-03.

15.1-21-03. High school unit - Instructional time.

1. Except as provided in subsection 2, each unit must consist of at least one hundred twenty hours of student engagement per school calendar.
2. The following units must consist of at least one hundred fifty hours of student engagement per school calendar: natural sciences, agriculture, business and office technology, marketing, diversified occupations, trade and industrial education, technology education, and health careers.

Sponsoring Entity Eligibility

A sponsoring entity that wishes to submit a proposal to provide educational opportunities for students in the District must require any staff who will have unsupervised contact with students during the educational opportunity to undergo a criminal history background check. All required criminal history background checks must be completed prior to the provision of educational opportunities to students. Sponsoring entities who employ staff who are registered sex offenders or who have committed an offense involving a child victim shall be deemed unsuitable and

ineligible to provide educational opportunities to students. Sponsoring entities must also meet applicable federal and state health and safety requirements. Sponsoring entities must agree to comply with all relevant school board policies, including those relating to student education records and privacy.

Proposal Process

At any time during the year, a sponsoring entity may submit a written proposal to the Superintendent or designee for consideration. A sponsoring entity may only submit one proposal even if they provide more than one learning opportunity course. The Superintendent or designee shall act upon proposals twice a year prior to the deadlines of August 1 (proposals submitted by July 1) and January 1 (proposals submitted by December 1). A sponsoring entity need only submit their proposal to the Superintendent or designee once unless the proposal has been denied by the Board or the North Dakota Department of Public Instruction (Department).

The Superintendent or designee must approve the proposal before submitting it to the Department for final review and approval. The proposal must include:

1. Name of and information regarding the sponsoring entity, including but not limited to, a general description of the business of the sponsoring entity, the primary address of the sponsoring entity, the location(s) at which the educational opportunity will be provided, and the primary contact person for the sponsoring entity;
2. Course title and state course code number for each course provided by the sponsoring entity;
3. A teacher of record employed by the District that is licensed in the course being offered, and has agreed to be responsible for coordinating the educational opportunity;
4. Assurance that the course(s) will meet North Dakota Course Content Standards;
5. A statement of how students will demonstrate proficiency and be evaluated; and
6. Information on how the proposal provides increased educational opportunities and improves academic success for the students who participate.

The Superintendent or designee may accept a proposal from any eligible sponsoring entity. To be approved, the proposal must:

1. Provide increased educational opportunities for students;
2. Improve the academic success of a students; and
3. Identify a teacher of record who is employed by the District, is licensed under NDCC chapter 15.1-18, and has approved the proposal.

Upon approval by the Superintendent or designee, the proposal must be submitted to the Department within the designated timeframes for review and approval by the Department and the Kindergarten Through Grade Twelve Education Coordination Council. All proposals must include this policy, the school board minutes documenting the adoption of EL-12 (which allows the Superintendent or designee the ability to approve educational activities with a sponsoring agency), and the approved proposal from the sponsoring entity.

Following approval by the Department and the Kindergarten Through Grade Twelve Education Coordination Council, the District shall implement the educational opportunity program during

the upcoming school year and allow students to participate in the educational opportunity for course credit.

Reporting Requirements

No later than June 30 of each school year, the District shall provide educational opportunity program evaluation data to the Department in the manner requested. Program evaluation data submitted may include:

1. Academic indicators such as:
 - a. Proficiency scales,
 - b. Self-assessments,
 - c. Assessments from supervisor,
 - d. Career-ready standards met, and/or
 - e. Content standards met;
2. Descriptions of how the program:
 - a. Improved the delivery of education,
 - b. Improved the administration of education,
 - c. Provided increased education opportunities for students, and/or d. Improved the academic success of students; and/or
3. Other evaluation measures such as attendance, disciplinary incidents, student engagement, student voice, student and parent surveys, and evidence of improved instructional practices.

Revocation

The District may revoke program approval if they determine the sponsoring entity failed to comply with the agreed upon terms of the educational opportunity proposal, district policy, or law. The sponsoring agency may revise and resubmit the proposal to the Superintendent or designee for approval.

The Department may revoke program approval if they determine the District or sponsoring entity failed to comply with the agreed upon terms of the educational opportunity proposal, district policy, or law. The District may revise and resubmit the proposal to the Department for approval.

Adopted 5/2022
Reviewed 7/2023

FARGO PUBLIC SCHOOLS SPONSORING ENTITY PROPOSAL APPLICATION

Contact Information

Name: _____

Address: _____

Primary Contact: _____

Phone: _____

Email: _____

Organization Description and Mission

Describe your sponsoring entity and its mission.

Program Description

Describe your program. What is the experience you are offering to students? You should include information about the program schedule, program location(s) and how often students meet.

Course Titles & State Course Code

Please list the course title(s) and [course code\(s\)](#) for each course provided.

- 1. _____
- 2. _____
- 3. _____

Teacher of Record Approval

Please list a teacher of record who is employed by the school district, is licensed under [NDCC chapter 15.1-18](#), and has approved this proposal.

Name: _____

School: _____

Phone: _____

Email: _____

Student Proficiency

For each course, explain how students will demonstrate proficiency. How will a student demonstrate they have attained the desired level of mastery?

Student Evaluation

For each course, explain how your instructors will evaluate student progress. Do your students do projects or performances which can be evaluated? Do your students take tests or submit some kind of written work? Do your instructors determine mastery by careful observation of student participation in your program? These methods are some examples of acceptable assessment practices. Describe what you will do in order to confirm student proficiency.

Affirmation of Content Standards

I affirm that the course(s) meets course content standards, as determined by the Superintendent of Public Instruction.

Acknowledgement

I certify that the information included on this form is accurate to the best of my knowledge. I acknowledge that I have read, understand, and agree to comply with all relevant district policies, including those relating to student education records and privacy. I understand and agree that failure to comply with any of the district’s policy requirements may cause the partnership with the District to end and denial of future requests to participate in this program.

Sponsoring entity signature

Date

FOR DISTRICT USE ONLY – DO NOT WRITE BELOW THIS SECTION	
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Administrator’s Signature: _____	
Date: _____	