

Participation Agreement for Distance Education

(For District Provided Courses)

In accordance with district guidelines, some students may be eligible to participate in distance/online learning courses to earn Carnegie credits. St. Charles Parish Public Schools offers these classes through an approved provider of web-based software. The St. Charles Parish Public School System assigns a certified teacher to facilitate the online instruction, and the course work is aligned with district's curriculum. While coursework may be completed at school and/or at home, the student must schedule time at school to complete the required tests.

Parents and students should be aware that the demands of online courses are equal to or exceed those of traditional "face-to-face" courses. While online instruction places more responsibility on students, it offers a greater range of flexibility when fitting class work into schedules. Students will receive course materials, assignments, announcements, and communications with their online teacher through the web-based program. All assignments will be submitted electronically according to the instructor. Once a student has committed to the distance learning course, he/she may not drop the course. Incomplete work will result in course failure and will not be awarded credit.

St. Charles Parish Public Schools will not provide take-home technology, equipment, or internet service. Students may use district technology, equipment, and internet service in the school when available. For example, computer lab access during school hours and during "after school tutoring" will be available. A SCPPS teacher will be assigned to the student to provide support as needed. This teacher will maintain communication to assure the student is able to complete the coursework.

In order to make this a positive experience, please read carefully and sign the agreement below.

Students accept responsibility to:

- Abide by the SCPPS Technology Acceptable Use Policy.
- Follow Edgenuity's online course and attendance policy.
- Login and complete all assignments in a timely manner as dictated by the instructor.

Parents or guardians accept the responsibility to:

- Abide by the SCPPS Technology Acceptable Use Policy.
- Keep informed of their child's online learning activities through the parent login and/or communication with the online teacher.
- Support the student by providing time and access to an Internet-accessible computer at home or in the school lab after school.
- Monitor their child's computer use and encourage appropriate use of the available technology for schoolwork at home.

St. Charles Parish Public Schools accepts the responsibility to:

- Assign a teacher to provide support as the student completes the course
- Maintain communication with the student and parents.
- Award credit for approved courses upon successful completion.
- Provide technical and instructional support as needed to the student.



Please contact Matthew Chauvin at 985-785-3192 or mchauvin1@stcharles.k12.la.us with any questions or concerns.

Name of Student _____ School _____

Distance/online Course Requested _____

Please sign and date:

_____	_____	_____
Student's signature	Phone number	Date
_____	_____	_____
Parent's signature	Phone number	Date
_____	_____	_____
Principal's signature	Phone number	Date

To be completed by high school personnel before submitting agreement to the Director of Instructional Technology:

✓ Reason for Distance Education Eligibility

_____ The student wants to attend the Satellite Center but is unable to schedule needed classes during the regular school day.

_____ The student wants to take more courses than can be scheduled within the school day.

_____ The student attends Court School for an extended period of time and needs a course that can not be provided through other means.

_____ The student's IEP committee has recommended enrollment in an online course.

_____ The student is enrolled in homebound instruction for a full school year.

_____ The student is over age for his/her grade placement and wants to accelerate the earning of credits by completing a course outside of the regular school day.

Name of teacher certified in this subject who will provide instruction _____

Note: Parents must return the completed agreement to the school counselor. After the principal signs the agreement, it must be sent to the Director of Instructional Technology at the school board office for processing.