

## **BACKGROUND**

This policy recognizes the responsibility of the Parma School District (PSD) to meet the individual needs of all students.

## **DEFINITION**

Distance learning, an option different from the traditional classroom, takes place when space, time, or both separate the teacher and the learner. Whether online through the Idaho Digital Learning Academy (IDLA) or correspondence, distance learning offers educational opportunities that meet students changing needs and grant them flexibility of learning anytime, any place and at a pace that meets their individual learning styles. The IDLA is not considered to be a correspondence course for purposes of this and other district policies. IDLA is fully accredited by the Northwest Association of Accredited Schools offering classes taught by Idaho certified master teachers.

## **STATEMENT**

The Parma School District will recognize for academic credit a variety of distance learning programs/courses. These shall include the following:

- up to three (3) correspondence courses (Policy 618);
- Idaho Digital Learning Academy courses;
- local college/university courses; and
- exchange programs with area schools of national/international organizations.

In all cases the course/program must meet with the basic requirements in effect in the Parma School District and have the approval of the Principal.

## **RULES**

### **I. Eligibility and Registration**

1. Students in grades currently being served by the IDLA who are academically qualified to take a course for credit in a Parma School District public school may use distance learning to take the same course, receive a grade to be averaged into the student's GPA and be granted high school credit when earned through the IDLA. No minimum GPA is required to take a course through distance learning. All prerequisites as determined by the Parma School District must be successfully completed prior to enrollment in a distance learning course. Students agree to comply with all rules and regulations promulgated by the IDLA.

2. Online or correspondence learning is an alternative to learning in a traditional classroom. It is not for every student. Characteristics that aid in the success of a distance learning student are
  - a. reading competency;
  - b. time management skills;
  - c. intrinsic motivation; and
  - d. self-discipline.
3. Guidance services will be provided by the student's school of record in the form of
  - a. assistance in registration;
  - b. information sharing between institutions; and
  - c. transcript processing.
4. At the discretion of the Principal at the student's school of record, distance learning courses may be selected by students who
  - a. need to make up credits in order to graduate on schedule;
  - b. are seeking grade forgiveness;
  - c. are eligible for hospital or homebound programs;
  - d. want to take course(s) not offered at their school;
  - e. have scheduling conflicts;
  - f. may need/want a learning environment different from that of a traditional classroom setting;
  - g. want to accelerate their academic program by taking additional courses to facilitate early graduation; and
  - h. are excused from being physically present on the campus of their school of record for an extended period of time.
5. For online or correspondence courses, parent, student and principal or a designee must confer and agree that course(s) selected is (are) academically and developmentally appropriate for the student and that all prerequisites as determined by the student's school of record have been completed before registration in a distance learning course.
6. The IDLA is a fully accredited institution. Therefore, credits earned for taking IDLA classes transfer like credits from any other accredited school. Requests to transfer credits of similar on-line providers of course-work, which may or may not be accredited, are taken on a case by case basis and will be subject to the same rules and regulations as other credit requests.

## II. Registration Fees and Costs

1. In those cases when the student is unable to schedule an appropriate course(s) within the Parma School District or credit recovery is necessary, the district will

underwrite the cost of tuition and registration for the IDLA on-line courses. All other costs must be borne by the student and/or his/her family.

2. In any case in which Parma School District pays tuition for IDLA courses, the student and/or his/her family is required to place a deposit that is equal to 100% of the tuition cost to cover “drop fees”. Upon completion of the course, the deposit will be refunded in full.
3. Distance learning courses, including IDLA classes, completed under this policy for the purposes other than those described in #1 above will NOT be paid for or reimbursed by the District.
4. Textbooks required for IDLA courses in cases where the District pays will also be paid for by the District.
5. In cases where the District is responsible to pay, the District shall pay the tuition and registration fees up front. The student and/or his/her family will reimburse the district for all fees if the student fails to complete the course with a passing grade of “D” or higher.
6. All PSD secondary students are eligible to take summer course offerings through IDLA. However, for the purposes of calculating ADA, IDLA is classified as an alternative program during the summer session. Thus, only students in “at risk” categories would be eligible for ADA reimbursement in the summer session. Therefore, in order to recoup expenses for IDLA, any student not classified as “at risk” would not be supported through tuition as described in Section 1.

### III. Courses

1. All coursework is based on the Idaho State Achievement Standards and meets mandated benchmarks.
2. All decisions regarding appropriate courses shall be made by the Principal. Said decisions may be appealed to the Superintendent. The ruling of the Superintendent shall be final.

### IV. Credit

1. Courses completed under this policy will be accepted for academic credit at face value. That is, one unit towards graduation will be awarded for each course completed.
2. All decisions regarding course credit shall be made by the Principal and shall be final.

3. Percentage grades submitted by the IDLA instructor shall be used to determine a letter grade for each student according to the policy of the district and school.



**LEGAL REFERENCE:**

**ADOPTED:** April 10, 2006

**AMENDED:**