

Distance Learning, an option different from the traditional classroom, takes place when space, time or both separate the teacher and 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, which also accredits Highland School, offering classes taught by Idaho certified master teachers.

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

- Up to six (6) correspondence courses
- Idaho Digital Learning Academy courses
- Local college/university courses

In all cases the course/program must meet with the basic requirement in effect in the Highland School District and have the approval of the Superintendent.

RULES

1. Eligibility and Registration
 - a) Students, regardless of grade level, who are academically qualified to take a course for high school credit in the Highland School District 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 Highland School District must be successfully completed prior to enrollment in a distance learning course.
 - b) 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
 - 1) Reading competency
 - 2) Time management skills
 - 3) Intrinsic motivation
 - 4) Self-discipline
 - c) Guidance services will be provided by the student's school of record in the form of:
 - 1) assistance in registration
 - 2) information sharing between institutions
 - 3) transcript processing

- d) At the discretion of the Principal at the student's school of record, distance learning courses may be selected by students who:
 - 1) need to make up credits in order to graduate on schedule;
 - 2) are seeking grade forgiveness
 - 3) are eligible for hospital or homebound programs
 - 4) want to take course(s) not offered at the school
 - 5) have scheduling conflicts
 - 6) may need/want a learning environment different from that of a traditional classroom setting
 - 7) want to accelerate their academic program by taking additional courses to facilitate early graduation
 - 8) are excused from being physically present on the campus of their school of record for an extended period of time.
- e) For online correspondence courses, parent, student, and principal or a designee must confer and agree that courses(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.
- f) The IDLA is a fully accredited institution. Therefore, credits earned while taking IDLA classes transfer like credits from any other accredited high school. Requests to transfer credits from 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 requests.

2. Registration Fees and Costs

- a) In those cases when the student is unable to schedule an appropriate course(s) within the Highland 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.
- b) IDLA registration fees for courses taken as part of the District's Gifted and Talented program will be paid for by the District.
- c) Distance learning courses, including IDLA classes, completed under this policy for the purposes other than those described in #1 and #2 above will NOT be paid for or reimbursed by the District.
- d) Textbooks required for IDLA courses in cases where the District pays will also be paid for by the District.

- e) 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.

- f) All Highland 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 need to be supported through tuition as described in section 2.

3) Courses

- a) All coursework is based on the Idaho State Achievement Standards and meets mandated benchmarks.

- b) All decisions regarding appropriate courses shall be made by the Superintendent and Principal of Highland School. Said decisions may be appealed to the Board of Trustees. The ruling of the Board shall be final.

4) Credit

- a) Courses completed under this policy will be accepted for academic credit at face value. This is, one unit toward graduation will be awarded for each credit completed.

- b) All decisions regarding course credit shall be made by the Principal and shall be final.

- c) 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.

5) Dual Enrolled Students

- a) A student who is home-schooled and enrolls for one or more IDLA credits through the Highland School District is considered a dual-enrolled student.

For attendance/funding purposes, the student must be included in the school’s attendance report for State funding for the number of

credits enrolled in the IDLA (e.g., two credit-bearing classes in the IDLA equate to half-time status for funding purposes).

For attendance/funding purposes, use of the “Non-Public Enrollment Form” from the State Department of Education’s website shall be used.

- b) The district will pay the IDLA fees for the credit(s) taken and the student’s family will pay the drop fee per credit in effect when the class is taken (\$75 as of June, 2011) to be refunded upon completion of the course, as determined by the IDLA.



LEGAL REFERENCE:

Board Action

ADOPTED: 11/12/07

AMENDED: 6/13/2011, 3/12/2012