

Millwood Public Schools 6724 Martin L. King Oklahoma City, OK 73111	Policy I-09 Adopted: 10/06/03 Revised:
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Internet-based Instruction

Pursuant to state law and State Department of Education regulations, the Millwood Public School District may, at its discretion, offer web-based and/or two way interactive video instruction as a means to expand the district's course offerings. The Board shall determine courses and grant credit for internet-based instruction. Only regularly enrolled students of this District shall qualify for such course credit.

Students taking such courses shall be subject to all State Department of Education regulations concerning the courses, including but not limited to the requirement to participate in all assessments mandated by the Oklahoma School Testing Program.

Internet-based instruction may be given in one of four ways:

1. Synchronous instruction occurs when the instructor and student's primary interactions are in real time interaction between student(s) and instructor as the primary format of instruction.
2. Asynchronous instruction is not dependent on instructor and student(s) interaction in real time. It allows students to engage in learning activities anywhere at anytime.
3. Web-based instruction uses the World Wide Web as the primary medium of instruction, with a computer serving as the primary tool of instruction.
4. Two-way interactive video instruction provides for real time interaction between student(s) and instructor by means of an electronic medium that provides for both audio (sound) and video (sight) signal. Students and instructor may see and hear each other in an approximation of real time.

A certified teacher shall be designated by the principal as the contact person to assist students in enrolling on line. The teacher shall serve as a liaison to the on-line teacher/provider. The number of students each teacher may supervise in compliance with state law shall include web-based students. Such teachers shall be provided in-service training in methodology and technical aspects of distance learning.

The teacher so designated as the contact person shall monitor student progress, grade assignments and testing of the internet courses. If the final grade is assigned by any teacher other than an employee of the school district, the grade and credit shall be reviewed and accepted or adjusted by a committee of the district contact teacher, the counselor and the principal or designee.

Local Board policies addressing student information and privacy as well as FERPA law shall apply to students who take courses on the internet.

District aggregated data of such courses shall not identify any students by name. All federal and state statutes pertaining to student privacy, copyright, FCC rules and related regulations must be followed at all times.

Contract agreements between the school district and parents of students participating in alternative instructional delivery system courses shall be established prior to the beginning of instruction. Parents shall be provided a copy of this policy and related Board policy before signing the contract.

The parent shall agree to accept the terms of this policy and agree to accept the responsibility for the course cost and equipment. The parent should also sign that he/she understands the grading criteria, the need for the student to maintain school attendance and the need for the student to complete the course in a specified length of time. The parent must agree, to the extent he/she is able, to see that the student follows the rules and laws concerning internet usage and policies of the District.

References:

SB 595, 2001 Legislative Session

SB 1408, 2002 Legislative Session

Oklahoma State Department of Education Regulations, July 5, 2001