

Ringwood Schools Internet Based Instruction Policy

Program Purpose

IBI provides each student with the opportunity to earn credits towards graduation via the internet for courses that are not offered by the district, recovery of credit, or to fulfill graduation requirements.

- **Credit Recovery:** Students can earn credit toward graduation with IBI's comprehensive curriculum in mathematics, language arts, science, and social studies.
- **Dropout, At-Risk Retrieval and Suspension:** Results have shown that IBI is effective as a primary resource for helping students with the transition back into school or as an alternative means to completing coursework for graduation.
- **Home bound/Home based:** Since IBI can be delivered directly into students' homes, it is effective in meeting the needs of home bound/based students by serving as a standard core curriculum.

Criteria/Conditions for Eligibility

Only students who can establish legal residence within the Moore Public Schools and are regularly enrolled in a secondary school (7th thru 12th) may be considered for IBI.

Students must complete the application process and be granted approval by the building principal. (Applications are available in the school counselor's office.

Student must be enrolled in at least four courses to be considered a full time student; One IBI class is equal to one class period at the school in which they are enrolled (home school).

Students are required to participate in the Oklahoma School Testing Program in accordance with state law, State Board of Education regulations, and District policy; Participation in testing will occur at a Moore Public Schools site on the test date scheduled by the district.

Completion of requirements for early graduation is not an appropriate reason for enrollment in IBI coursework.

SCHOOL LAW INTERNET BASED INSTRUCTION:

210:35-21-2. Alternative instructional delivery systems

(a) Definitions. The following words and terms, when used in this section, shall have the following meaning unless the context clearly indicates otherwise:

(1) "Synchronous instruction" means the instructor and student's primary interactions are in real time. Regular classroom instruction is synchronous instruction, as well as two-way interactive video. Web-based instruction that requires real-time interaction between student(s) and instructor as the primary format of instruction is also synchronous instruction.

(2) "Asynchronous instruction" means instructor and student interaction is not dependent on real time. Asynchronous instruction allows the student to engage in learning activities anywhere at anytime. For instruction to be considered asynchronous, the primary format of instruction does not depend on real-time interaction of the participants.

(3) "Web-based instruction" means the use of the World Wide Web as the primary medium of instruction, with a computer serving as the primary tool of instruction. Web-based instruction may be synchronous or asynchronous.

(4) "Two-way interactive video instruction" means real-time (synchronous) interaction between student(s) and instructor by means of an electronic medium that provides for both audio (sound) and video (sight) signal. Students and instructors participating in two-way interactive video instruction may both see and hear each other in an approximation of real-time.

(b) Alternative Instructional Delivery System. Internet-based instructional programs offered for instructional purposes and/or high school credit shall be approved by and under the supervision of the local board of education where the course is offered. The State Board of Education reserves the right to request information and materials sufficient to evaluate the proposed course(s).

(c) Local board policy. All local school boards in the state of Oklahoma shall adopt policies regarding Internet-based instructional courses which shall comply with the following guidelines.

(1) Web-based and two-way interactive video instruction shall be viewed as methods by which the public schools within the state can expand their course offerings and access to instructional resources. These new technologies should not be viewed solely as substitutes for direct, face-to-face student and teacher interactions, but as a means of expanding the ability of the local district to bring the world of knowledge to their students.

(2) The local school board shall be the entity granting student credit for completion of courses offered by means of Internet-based instruction. The local school board will assume all responsibility for such course work.

(3) Only students who are regularly enrolled in the school district shall be allowed to enroll in alternative instructional delivery systems courses offered for credit through the local school district.

(4) A district board of education may authorize enrollment on a part-time basis utilizing Internet-based courses for students who have dropped out of school or have been suspended from school provided such student was enrolled at any time in a public school in this state during the previous three (3) school years.

(5) Students enrolled on a full-time basis shall be authorized to enroll in Internet-based courses.

(6) The principal or designee of the local school shall evaluate and approve/disapprove all students' requests to participate in courses delivered by means of Internet-based instruction. Only those enrollments approved by such a process shall be eligible for credit granted by the local school district.

(7) A certified staff member shall be identified by the local school principal to serve as the building level contact person to assist students enrolling in online courses and serve as a liaison to the online teachers and provider(s).

(8) Students earning credit by means of Internet-based instruction shall participate in all assessments required by the Oklahoma School Testing Program. No student shall be allowed to participate in these assessments at a place other than the school site at which the student is enrolled.

(9) Courses offered for credit by means of Internet-based instruction shall be aligned with the Priority Academic Student Skills (*PASS*). Districts may also establish additional criteria as a basis for course selection.

(10) Oklahoma statute limiting the number of students public school teachers may supervise in each period of instruction and the total number of students allowed daily shall apply to synchronous web-based and two-way interactive video courses. The number of students each instructor may be required to supervise in asynchronous web-based courses shall be established by means of local school board policy.

(11) Each teacher of two-way interactive video and web-based courses shall be provided inservice training pertaining to the methodology of instructional delivery and the technical aspects of distance learning.

(12) The issues regarding the monitoring of student progress, graded assignments, and testing in Internet-based instruction courses shall be addressed by the local school board policy.

(13) The security of individual student data and records shall be addressed by the local school board policy. No individual student data obtained through participation in Internet-based

instruction courses shall be used for any purposes other than those that support the instruction of the individual student.

(14) District level aggregated data obtained through participation in Internet-based instruction courses shall be addressed by the local school board policy.

(15) All federal and state statutes pertaining to student privacy, the posting of images on the World Wide Web, copyright of materials, Federal Communications Commission rules pertaining to the public broadcasting of audio and video, and other such issues shall be addressed by the local school board policy.

(16) Prior to the beginning of instruction, cooperating school districts sharing courses by means of two-way interactive video technology shall, by means of contractual agreement, address such issues as the instruction costs, bell schedules, school calendars, student behavior, teacher evaluation, textbooks, class periods, student grades and grading policies, teacher load and instructor employment.

(17) Contractual agreements shall be established between the school district and parent(s), or legal guardian, of students participating in alternative instructional delivery system courses prior to the beginning of instruction. These contracts may address such issues as grading criteria, time allotted for course completion, student attendance, and the responsibility for course costs and equipment

(18) Instructors of Internet-based courses shall be:

(A) certified in Oklahoma or another state to teach in the content area of the course offered, or;

(B) a faculty member at an accredited institution of higher education, possessing the specific content expertise necessary to teach the course.

(19) Districts shall establish criteria for determining the appropriateness of particular Internet-based courses for individual students prior to student enrollment in such courses.

[Source: Added at 10 Ok Reg 4457, eff 8-5-93 (emergency); Added at 11 Ok Reg 1999, eff 5-26-94; Amended at 17 Ok Reg 2910, eff 7-13-00; Amended at 18 Ok Reg 3430, eff 6-26-01 (emergency); Amended at 19 Ok Reg 1002, eff 5-13-02; Amended at 19 Ok Reg 3046, eff 8-22-02 (emergency); Amended at 20 Ok Reg 830, eff 5-15-03]