

# Distance Learning - Policy

- Online Learning Requirement
- 5-0-A - K-12
- 5-0-B - Seat time Waivers
- 5-0-C - Cyber Schools
- 5-0-D - 21F

# Why Online Learning?

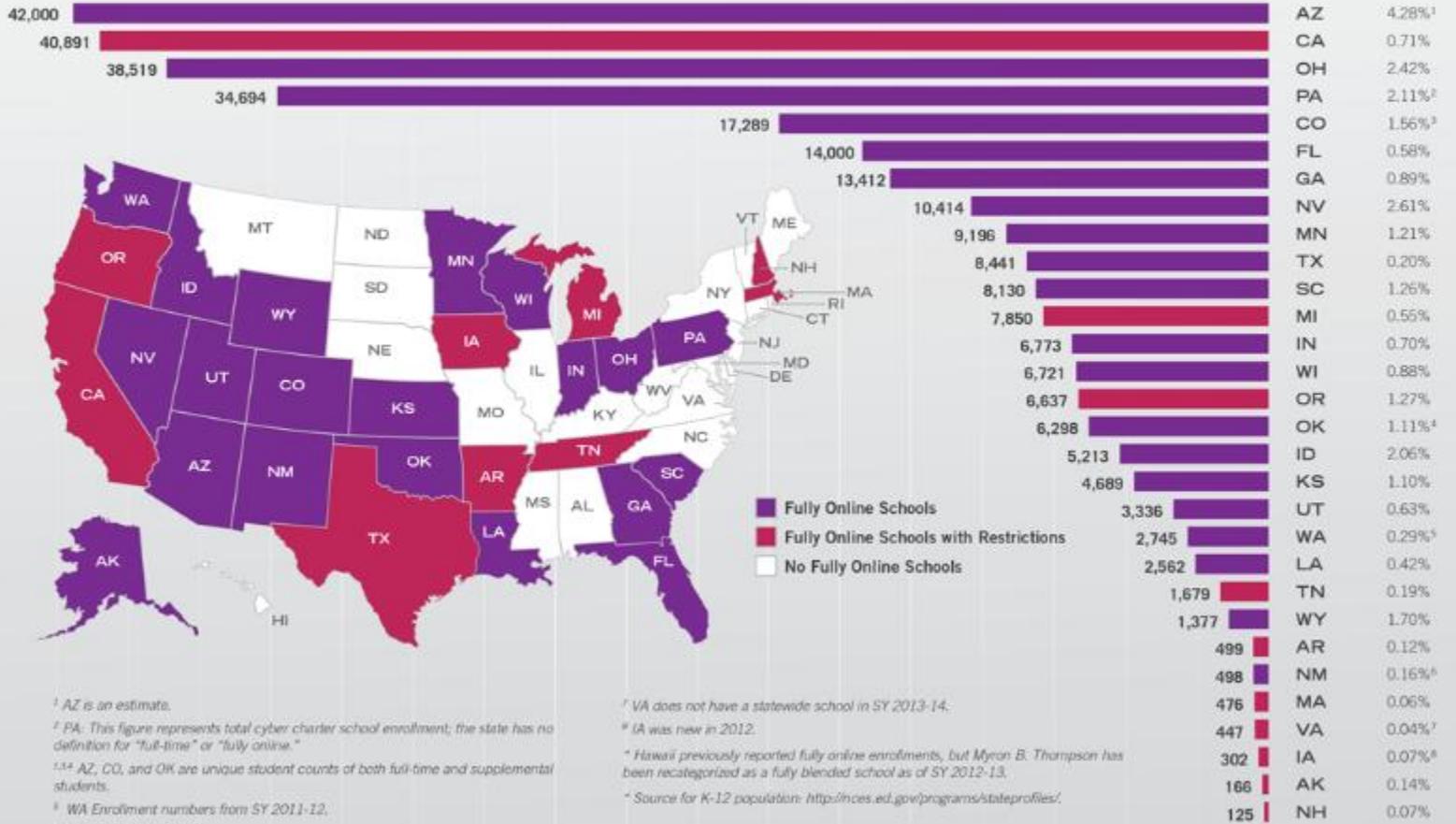
- Expand Course Offerings
  - Can you meet all your students needs/wants?
- Personalized Learning
  - Can your students access their learning in multiple modalities?
  - Do they need “any time, any place” opportunities?
- 2<sup>nd</sup> Chances – Credit Recovery
  - Can your students fit credit recovery into their schedules?
- Opportunity to “Blend” Instruction
  - Are your students engaged?
- Can you afford NOT to offer online opportunities?

2013

# States with Multi-district Fully Online Schools

NUMBER OF ENROLLMENTS RELATIVE TO STATE K-12 POPULATION

Number of Enrollments in SY 2012-13



<sup>1</sup> AZ is an estimate.

<sup>2</sup> PA: This figure represents total cyber charter school enrollment; the state has no definition for "full-time" or "fully online."

<sup>3,4</sup> AZ, CO, and OK are unique student counts of both full-time and supplemental students.

<sup>5</sup> WA Enrollment numbers from SY 2011-12.

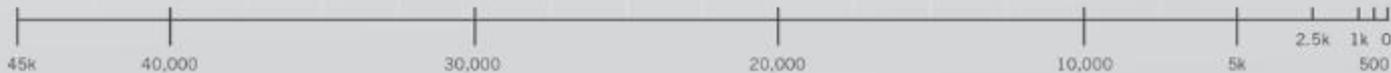
<sup>6</sup> NM was new in 2012.

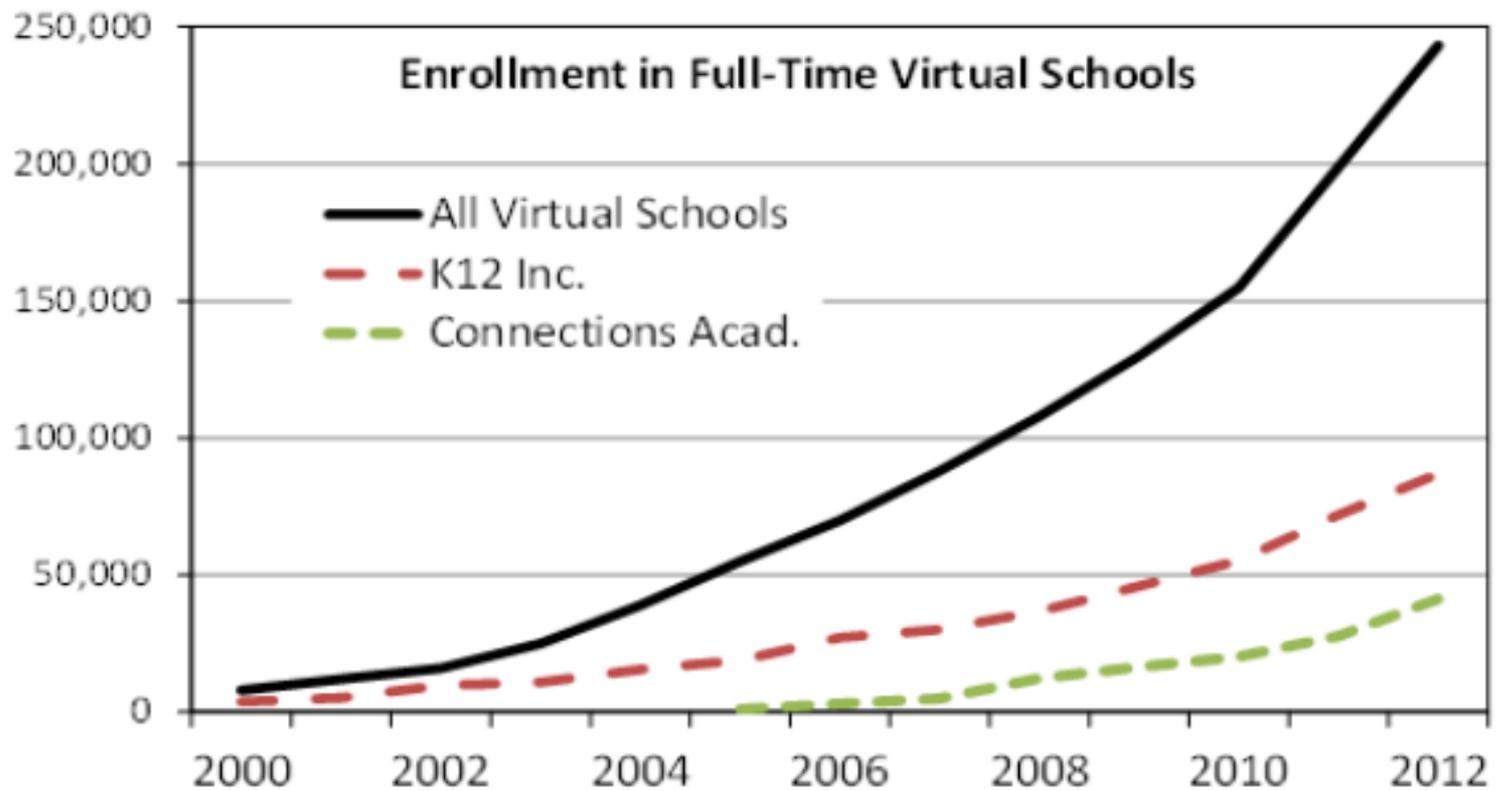
<sup>7</sup> VA does not have a statewide school in SY 2013-14.

<sup>8</sup> IA was new in 2012.

<sup>\*</sup> Hawaii previously reported fully online enrollments, but Myron B. Thompson has been recategorized as a fully blended school as of SY 2012-13.

<sup>\*</sup> Source for K-12 population: <http://nces.ed.gov/programs/stateprofiles/>.





<http://nepc.colorado.edu/publication/virtual-schools-annual-2014>

# THE STATE SCHOOL AID ACT OF 1979 (EXCERPT)

## Act 94 of 1979

(1) A pupil enrolled in a district in any of grades **6 to 12** is eligible to enroll in an online course as provided for in this section. However, this section does not apply to a pupil enrolled in a school of excellence that is a cyber school, as defined in section 551 of the revised school code, MCL 380.551.

(2) With the consent of the pupil's parent or legal guardian, a district shall enroll an eligible pupil in up to 2 online courses as requested by the pupil during an academic term, semester, or trimester. **Unless the pupil is newly enrolled in the district, the request for online course enrollment must be made in the academic term, semester, trimester, or summer preceding the enrollment. A district may not establish additional requirements that would prohibit a pupil from taking an online course. If a pupil has demonstrated previous success with online courses and the school leadership and the pupil's parent or legal guardian determine that it is in the best interest of the pupil, a pupil may be enrolled in more than 2 online courses in a specific academic term, semester, or trimester.** Consent of the pupil's parent or legal guardian is not required if the pupil is at least age 18 or is an emancipated minor

## Important Note:

There is a difference between what districts can do (permissive) in the area of online learning, and what they are required to do under Sec. 21f

# 5-0-A of Pupil Accounting Manual

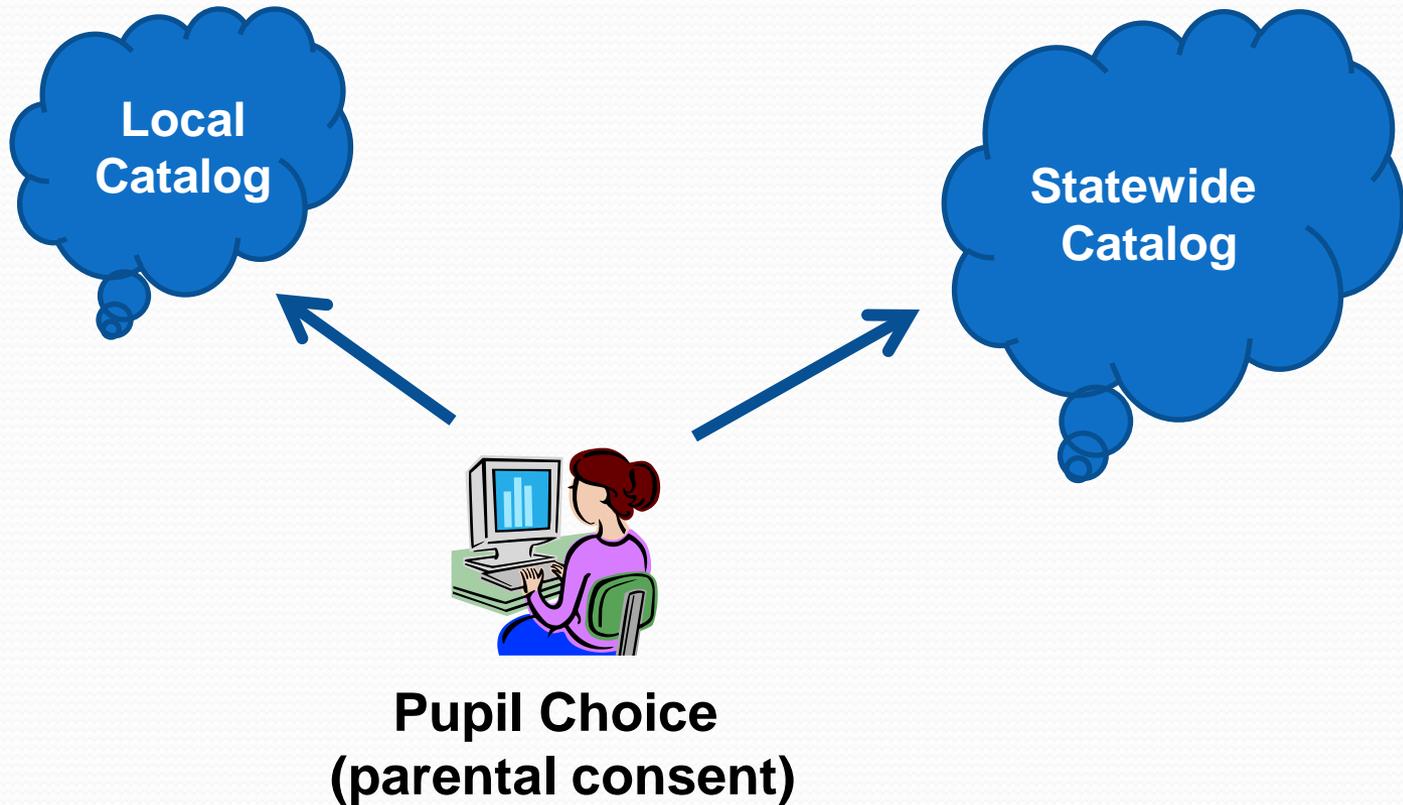
Virtual learning, online learning, or computer courses offered on-site with an adult present that is not a certified teacher, and a certified teacher assigned as the mentor as defined in Administrative Rule 340.11. These courses are provided during the school day as part of the pupil's class schedule. The pupil is in regular daily attendance onsite at a district building pursuant to section 6(8) of the State School Aid Act (MCL 388.1606). The course is approved by the board of education of the school district or board of directors of the public school academy, and generates credit toward the pupil's high school diploma or grade progression. The course is supervised by an adult who is in the classroom while the course is in session. **A certified teacher employed by the district must be assigned to the pupils as the mentor teacher.** The pupil is limited to no more than 2 computer or internet courses taken on-site with an adult present who is not a certified teacher. The course shall be counted in the same manner as any other in-school course.

# 5-0-D of Pupil Accounting Manual

Effective February 12, 2014, online courses that fall into this type of virtual learning are superseded by the program described in Section 5-O-D: Expanded Online Learning of the Pupil Accounting Manual for pupils enrolled in grades 6 through 12, except for pupils who enrolled in a cyber school as described in Section 551(2)(e) of the Revised School Code (MCL 380.551), as provided under Section 21f of the State School Aid Act (MCL 388.1621f).

**A teacher who holds a valid Michigan teaching certificate must be identified and assigned to the course. The teacher is responsible for determining appropriate instructional methods for each pupil, diagnosing learning needs, assessing pupil learning, prescribing intervention strategies, reporting outcomes, and evaluating the effects of instruction and support strategies. An on-site mentor employed by the district must also be assigned to the pupil.**

# Student Options



# THE STATE SCHOOL AID ACT OF 1979 (EXCERPT)

## Act 94 of 1979

(3) An eligible pupil may enroll in an online course published in the pupil's educating district's catalog of online courses described in subsection (7)(a) or the statewide catalog of online courses maintained by the Michigan virtual university pursuant to section 98.

(4) A district shall determine whether or not it has capacity to accept applications for enrollment from nonresident applicants in online courses and may use that limit as the reason for refusal to enroll an applicant. If the number of nonresident applicants eligible for acceptance in an online course does not exceed the capacity of the district to provide the online course, the district shall accept for enrollment all of the nonresident applicants eligible for acceptance. If the number of nonresident applicants exceeds the district's capacity to provide the online course, the district shall use a random draw system, subject to the need to abide by state and federal antidiscrimination laws and court orders.

## **(5) A district may deny a pupil enrollment in an online course if any of the following apply, as determined by the district:**

- (a) The pupil has previously gained the credits provided from the completion of the online course.
- (b) The online course is not capable of generating academic credit.
- (c) The online course is inconsistent with the remaining graduation requirements or career interests of the pupil.
- (d) The pupil does not possess the prerequisite knowledge and skills to be successful in the online course or has demonstrated failure in previous online coursework **in the same subject**.

## **(5) A district may deny a pupil enrollment in an online course if any of the following apply, as determined by the district: (Continued)**

(e) The online course is of insufficient quality or rigor. A district that denies a pupil enrollment for this reason shall make a reasonable effort to assist the pupil to find an alternative course in the same or a similar subject that is of acceptable rigor and quality.

(f) The cost of the online course exceeds the amount identified in subsection (8), unless the pupil's parent or legal guardian agrees to pay the cost that exceeds this amount.

(g) The online course enrollment request does not occur within the same timelines established by the district for enrollment and schedule changes for regular courses.

# Appealing a District Denial

(6) If a pupil is denied enrollment in an online course by a district, the pupil may appeal the denial by submitting a letter to the superintendent of the intermediate district in which the pupil's educating district is located. The letter of appeal shall include the reason provided by the district for not enrolling the pupil and the reason why the pupil is claiming that the enrollment should be approved. The intermediate district superintendent or designee shall respond to the appeal within 5 days after it is received. If the intermediate district superintendent or designee determines that the denial of enrollment does not meet 1 or more of the reasons specified in subsection (5), the district shall allow the pupil to enroll in the online course.

## **(7) To offer or provide an online course, a district shall do all of the following:**

- (a) Provide the Michigan virtual university with the course syllabus in a form and method prescribed by the Michigan virtual university for inclusion in a statewide online course catalog. The district or intermediate district shall also provide on its publicly accessible website a link to the course syllabi for all of the online courses offered by the district or intermediate district and a link to the statewide catalog of online courses maintained by the Michigan virtual university. (This also meets Best Practice Requirement D for 2014-2015 school year)
  
- (b) Offer the online course on an open entry and exit method, or aligned to a semester, trimester, or accelerated academic term format.

**(7) To offer or provide an online course, a district shall do all of the following:**

(c) Not later than October 1, 2014, provide the Michigan virtual university with the number of enrollments in each online course the district or intermediate district offered to pupils pursuant to this section in the immediately preceding school year, and the number of enrollments in which the pupil earned 60% or more of the total course points for each online course.

# Question asked most often:

I am a district with plans to move my current online program to our district catalog. I will not open up my catalog to non-resident students. Must I still submit the syllabi to the Statewide Catalog?

Answer: Yes, but only when it applies to 21f students.

## (8) Course Payment

(8) For a pupil enrolled in 1 or more online courses published in the pupil's educating district's catalog of online courses under subsection (7) or in the statewide catalog of online courses maintained by the Michigan virtual university, the district shall use foundation allowance or per pupil funds calculated under section 20 to pay for the expenses associated with the online course or courses. The district shall pay 80% of the cost of the online course upon enrollment and 20% upon completion as determined by the district. A district is not required to pay toward the cost of an online course an amount that exceeds 8.33% of the minimum foundation allowance for the current fiscal year as calculated under section 20.

# Payment Example

District Foundation Allowance is **\$7,500**

Course Cost is **\$350**

8.33 % of \$7,500 is **\$624.75** - District pays for course

Course Cost is **\$750** – District pays **\$624.75** and asks parent to pay remainder

If parent refuses, district tells student to choose another course that meets the payment requirement.

## (9) Access to Technology

An online learning pupil shall have the same rights and access to technology in his or her primary district's school facilities as all other pupils enrolled in the pupil's primary district.

## (10) Granting Credit

If a pupil successfully completes an online course, as determined by the pupil's primary district, the pupil's primary district shall grant appropriate academic credit for completion of the course and shall count that credit toward completion of graduation and subject area requirements. A pupil's school record and transcript shall identify the online course title as it appears in the online course syllabus.

# Treatment of FTE

(11) The enrollment of a pupil in 1 or more online courses shall not result in a pupil being counted as more than 1.0 full-time equivalent pupils under this article.

(12) The portion of the full-time equated pupil membership for which a pupil is enrolled in 1 or more online courses under this section shall not be transferred under the pupil transfer process under section 25e.

# Online Course Definition

(13) As used in this section:

(a) “Online course” means a course of study that is capable of generating a credit or a grade, that is provided in an interactive internet-connected learning environment, in which pupils are separated from their teachers by time or location, or both, and in which a teacher who holds a valid **Michigan teaching certificate** is responsible for determining appropriate instructional methods for each pupil, diagnosing learning needs, assessing pupil learning, prescribing intervention strategies, reporting outcomes, and evaluating the effects of instruction and support strategies.

# What is NOT a 21f Course?

- A blended learning course.
- A course that is taken by a student with a seat time waiver.
- A course taken in a lab via “tutorial software.” NovaNet, Plato, etc.
- Any online course that fits 5-0-A
  - Student wants to take an online course, course is not off the statewide catalog.
  - Independent study course.
  - A course taught by a non-Michigan certified teacher.

# Syllabus Requires:

- (i) The state academic standards addressed in an online course.
- (ii) The online course content outline.
- (iii) The online course required assessments.
- (iv) The online course prerequisites.
- (v) Expectations for actual instructor contact time with the online learning pupil and other pupil-to-instructor communications.
- (vi) Academic support available to the online learning pupil.
- (vii) The online course learning outcomes and objectives.
- (viii) The name of the institution or organization providing the online content.
- (ix) The name of the institution or organization providing the online instructor.
- (x) The course titles assigned by the district or intermediate district and the course titles and course codes from the national center for education statistics (NCES) school codes for the exchange of data (SCED).
- (xi) The number of eligible nonresident pupils that will be accepted by the district or intermediate district in the online course.
- (xii) The results of the online course quality review using the guidelines and model review process published by the Michigan virtual university.

## (13) As used in this section:

(c) “Online learning pupil” means a pupil enrolled in 1 or more online courses.

(d) “Primary district” means the district that enrolls the pupil and reports the pupil as a full-time equated pupil for pupil membership purposes.

# Course Quality Review Process

The guidelines and model review process draw from nationally-recognized best practices, national online learning standards (iNACOL), and State of Michigan content standards. This guidance is found on the [micourses.org](http://micourses.org) site.

# Statewide Online Course Catalog

The website allows districts to:

- Register school users to manage their catalog offerings
- Add, edit, and delete course syllabi
- Advertise course offerings
- Search for course titles available by school district
- Does not provide enrollment/registration services

[www.micourses.org](http://www.micourses.org)

# Who May Add Courses to the Statewide Catalog?

Per legislation, any LEA may add courses. In this instance, LEA definition also includes PSAs and ISDs. 3<sup>rd</sup> party vendors must go through a district unless MVU.

# Approval of Online Courses?

The Michigan Department of Education and Michigan Virtual University **DOES NOT** approve or reject any online courses before they are included in the statewide catalog.  
“Buyer Beware”

# Performance Data

Beginning with the 2014-15 school year, the catalog will include:

- 1) The number of pupils enrolled in each online course in the previous school year.
- 2) The number of pupils who successfully completed each online course in the previous school year with a completion rate of 60%.

# Options for More Than 2 Online Courses

Districts have the option of applying for a seat time waiver from the Department (Sec. 5-O-B); or if the student is taking the online courses on-site with a certified teacher present, there is no limit on the number of online courses in which the student can enroll up to 1.0 FTE (Sec. 5-O-A). Or, under 21f, any student who has shown success in previous online courses.

# District 21f Course Delivery Options

- Contract with vendor to deliver courses with vendor teacher
- Purchase or use free course content, train district teachers to deliver instruction.
- Develop course content and train district teachers to deliver instruction.
- Delivering district establishes cost – must be the same for everyone.
- May, or may not open up seats statewide.
- If offering up seats statewide, receives 1st payment of 80.
- Educating district determines completion, pays delivering district remaining 20%.
- Delivering district pays vendor if contracted with 3<sup>rd</sup> party.

# Course Content

Many options are available for free content.

- MI Learns Online - <http://www.milearnsonline.org>
  - FL Virtual Courses
  - Teacher Developed Courses
- MIT Open Courseware <http://ocw.mit.edu/index.htm>
- NROC – HippoCampus <http://www.hippocampus.org>

Digital resources provided directly to Michigan schools

- Streaming Video Project – REMC.org – Special Projects
- M.O.R.E. Portal <http://more.mel.org/>
- Michigan eLibrary – <http://mel.org/>
- iTunes U – Michigan k-12

# Teacher Training

- Blended Learning in the Classroom course  
<http://www.milearnsonline.org/projects/blendedlearning/>
- 21 Things for the 21st Century Educator -  
<http://www.21things4teachers.net/partner-agencies.html>
- Michigan Learns Online - <http://www.milearnsonline.org>
- Learnport - <http://learnport.org/>
- Check with your ISD

# Additional Resources

- [Flexible Learning Options](#)
- [Michigan Community College Virtual Learning Collaborative](#)
- [Online Learning Orientation Tool](#)
- [Alison](#)
- [DCMP](#)
- [SAS Curriculum Pathways](#)
- [Booktrack](#)
- [Tynker](#)



Teaching with technology can deepen student learning by supporting instructional objectives. However, it can be challenging to select the “best” tech tools while not losing sight of your goals for student learning.

# Contact Information

Barbara Fardell  
Ed Tech Manager  
Michigan Department of  
Education

[fardellb@michigan.gov](mailto:fardellb@michigan.gov)