

August 7, 2014

Chris Vold, Accreditation Specialist  
Alternative Learning Center  
Duluth Public Schools  
215 N. 1st Avenue East,  
Duluth, MN 55802

*Re: Online Program Approval—Academic Excellence Online and Duluth Public School's request to deliver comprehensive and supplemental programming for grades 9-12*

Dear Mr. Vold:

Congratulations! Based on the team review of your application, submission of all required information, an onsite visit, and additional curriculum alignment scrutiny, Duluth Public Schools' request to deliver comprehensive and supplemental programming online has been approved. Academic Excellence Online will serve grades 9-12 as a comprehensive and supplemental program that offers general education, credit recovery, and diploma completion opportunities for students.

In this extensive review it was determined that the planning and work demonstrated in the Duluth Public Schools' application met the Minnesota Department of Education requirements to deliver comprehensive and supplemental programming. The new program information will be placed on the list of department approved programs in August 2014.

As you begin your work, please make sure the new program follows the MDE Approved Syllabus Format for all of its courses and that all of the program and course description information is uploaded to the ISEEK online learning clearinghouse. This must be completed prior to enrolling students in any of the program courses.

If you intend to enroll students this fall, this work should be completed prior to the first day the school is open for enrollment and/or the date you provided in the application as the opening date of operation. To support your work around the approval of the supplemental program, please read Minn Stat § 125D.095 Subd 2, (h) and Subd 3 (b).

Since Duluth's Academic Excellence Online applied for and has been approved for comprehensive and supplemental programming in the 2014-2015 academic year, its 3-Year Review, in which the commissioner, using research based stand of quality for online learning programs, reviews all providers **will occur on August 1, 2018**.

In this new process each online provider receives an electronic portfolio site to support its Self-Study Process. To support your understanding of new stature requirements please read the language in Minn Stat § 125D.095 Subd 7.

The department will provide Academic Excellence Online with information about the digital portfolio and an orientation to the annual review process and the three-year review a full year prior to August 1, 2018.

If you have any further questions or concerns, please do not hesitate to contact, Deborah Proctor- Online Learning Specialist (651-582-8328) [deborah.proctor@state.mn.us](mailto:deborah.proctor@state.mn.us). You may also feel free to contact Angie Johnson--Supervisor, High School to Postsecondary Initiatives (651-582-8478) [angie.johnson@state.mn.us](mailto:angie.johnson@state.mn.us).

Best wishes to the Academic Excellence Online Team as it begins its work as a newly approved online learning provider serving Minnesota students through online learning. As you know, state reimbursement is contingent upon having appropriately licensed staff, in accordance with Minn. Stat. § 124D.095 and Minn. Stat. ch.122A. Any questions relating to funding around your new approval status should be directed to Sharon Peck. You may call her at (651) 582-8811 or e-mail Sharon at [sharon.peck@state.mn.us](mailto:sharon.peck@state.mn.us).

Lastly, the Academic Excellence Online and Duluth Public Schools is reminded of the provider obligation in Subd. 4. "(c) An online learning student has the same access to the computer hardware and education software available in a school as all other students in the enrolling district. An online learning provider must assist an online learning student whose family qualifies for the education tax credit under section 290.0674 to acquire computer hardware and educational software for online learning purposes." It is important that online students understand what it is need to participate in the online environment and get the information needed to qualify for tax credits.

Sincerely,



Dr. Brenda Cassellius  
Commissioner

Encl: MDE Approved Syllabus Format  
Online Learning Application Summary Printable Results

cc Angie Johnson, MDE  
Paula Palmer, MDE  
Steve Dibb, MDE  
Mary Pat Olsen, MDE  
Sharon Peck, MDE  
Beth Aune, MDE  
Jacqueline Soucie, ISEEK