

TO: School Board Members

FROM: Cari Jo Drewitz, Director of Curriculum, Instruction and Assessment

DATE: November 4, 2024

SUBJECT: Second Reading of Policy 624, Online Learning Options

**BACKGROUND:**

A review of Policy 624, Online Learning Options, has been performed, and the current policy adheres to the district’s processes and procedures currently in place. This was presented as a first reading at the meeting on October 21. To recap, the district’s current policy was reviewed against MSBA’s model policy. Based on this review, the following changes are recommended:

- The title of the policy has changed to Online Instruction, and the term “instruction” is updated in the Purpose and General Statement of Policy
- Under III, Definitions, several updates have been made related to online instruction
- Section IV, Procedures, has been removed and has been replaced with updated language in alignment with state statute in new Section IV, Digital Instruction, and Section V, Supplemental Online courses, as a result of changes in the 2024 Minnesota Legislative Session
- Section VI, Enrolling District, and Section VII, Reporting, have been added
- Updates have been made to the Legal References

While reviewing this policy, we applied the 4-Way Equity test. Following the 2020-2021 school year, we adjusted our internal procedure to better capture information from our students participating in online courses. Students can request information about online learning, but they have to ask for it. Counselors will make recommendations to students in situations where an online course may be a better option for them. To enroll in online learning, there is paperwork that needs to be completed to have access to these opportunities; these documents are provided by the online school themselves, and they are not available in other languages. The online courses themselves do not always lend themselves to the specific learning style of an individual student, and some find them difficult to complete. Online courses are also often self-paced and require the student to be well-organized and motivated to complete the work. Counselors will check in students in online courses, but students must be self-advocates with their online instructor and the online institution to get specific course support. Upon completion of an online course, it is the student’s responsibility to share their grade report with the school to receive credit for the coursework. We continue to look for ways to support students to ensure they are successful.

---

**RECOMMENDED RESOLUTION:**

This is a second reading. No resolution is needed at this time.