PUBLIC EDUCATION ONLINE

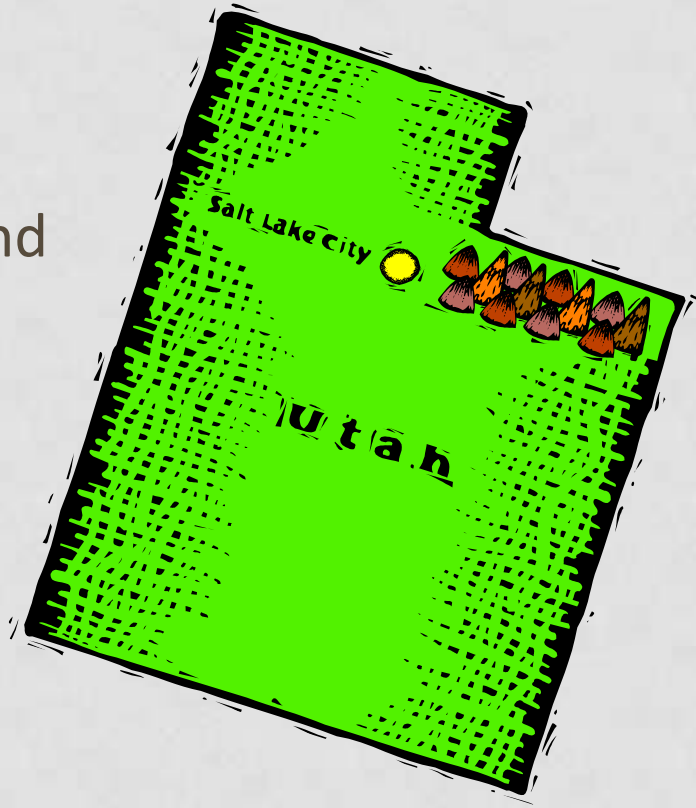
# STATEWIDE PUBLIC EDUCATION ONLINE PROGRAM (SPEOP) FOR BUSINESS ADMINISTRATORS

Statewide Public Education Online Program,
Utah State Office of Education

# THIS PROGRAM ALLOWS STUDENTS FROM YOUR DISTRICT TO ENROLL IN ONLINE COURSES OFFERED BY DISTRICTS AND CHARTER SCHOOLS OUTSIDE OF YOUR DISTRICT (I.E. STATEWIDE).

- All providers are accredited LEAs accountable for student outcomes and responsible for conducting state-mandated testing (R277-726-1(K); §53A-15-1210; R277-726-7(C); R277-726-7(A); R277-473).

- All course content is consistent with USOE core requirements (R277-726-7(2)(J)).




Statewide Public Education Online Program

A relationship between the district of enrollment and the online provider district is initiated by means of a "Course Credit Acknowledgement" ("CCA").

This is filed by your school counselor on behalf of a student enrolled in your district, at the request of the student and the student's parent.

This CCA is subsequently approved by both the online provider, and the district's own Business Administrator.

The Business Administrator ensures that the prospective enrollment will be appropriately funded through a *limit* on student course enrollment at the home school.

This constitutes a limit on the home-school/district's "supply" of courses to the student, in the presence of course-work which the district is paying for and which is provided by an outside supplier (meaning another district or charter school).

Statewide Public Education Online Program

# The home district continues to draw full funding for the student.

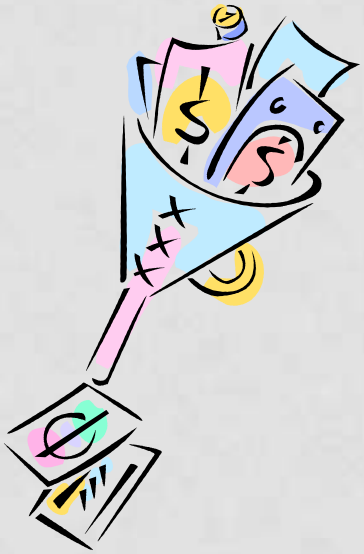
The home district draws undiminished funding for the student even while the student is enrolled in fewer traditional courses at the home school, enabling a credit-based fee to be paid to a provider school district or charter school, to compensate the provider for online services.

This fee *represents total compensation* to the provider, irrespective of costs of services actually rendered to the student (including those related to delivery of FAPE, existence of a 504 Plan, ELL and Fee Waivers status, etc.).

# CURRENTLY, AN ELIGIBLE STUDENT MAY ENROLL IN ONLINE COURSES OFFERED THROUGH SPEOP PROVIDERS FOR NO MORE THAN THE FOLLOWING NUMBER OF CREDITS (§53A-15-1204):

(a) In the 2011-12 and 2012-13 school years, two credits.
(b) In the 2013-14 school year, three credits.
(c) In the 2014-15 school year, four credits.
(d) In the 2015-16 school year, five credits.
(e) Beginning with the 2016-17 school year, six credits.

Once a CCA is fully executed, funding is transferred as per §53A-15-1206, §53A-15-1207, §53A-15-1208, and R277-726-8(3).



**Payment for an online course is initially subtracted *in full* from a primary LEA. It is only sent to provider LEAs in percentages defined by statute as students engage in and complete course work (§53A-15-1206).**

The fee for an online course is an amount equal to $726.97 for a 1.0 Credit, full year Course; $363.49 for a .5 Credit Course.

# Transfers to Providers occur as follows:

(a)For a one semester online course, 50% of the online course fee ($181.74) upon the student enrolling in the online course.

(b)For a full-year online course, 25% of the online course fee ($181.74) upon the student enrolling in the online course, and 25% of the online course fee ($181.74) upon the beginning of the second semester; and

(c) If a student completes a full-year online course within 12 months or a one-semester course within nine weeks following the end of the semester, 50% of the online course fee ($363.49 or $181.74 as applicable).

# Remediation

If a student fails to complete a one-year course within 12 months or a one-semester course within nine weeks following the end of the semester, the student may continue to be enrolled in the course until the student graduates from high school.

To encourage an online course provider to provide remediation to a student who remains enrolled in an online course and avoid the need for credit recovery, an online course provider will receive a payment equal to 30% of the online course fee if the student completes the online course before the student graduates from high school.

# HOWEVER

A student may withdraw or cease participation in an online course within 10 days of student enrollment **confirmation by the USOE** in an online course (R277-726-5(S)).

Withdrawal must thus occur within ten days of the date that that the LEA receives a notice that a Course Credit Acknowledgement is "**Fully Executed**."

## Given that a student may withdraw ONLY during the first ten days after notification is received that a CCA is fully executed:

A provider must:

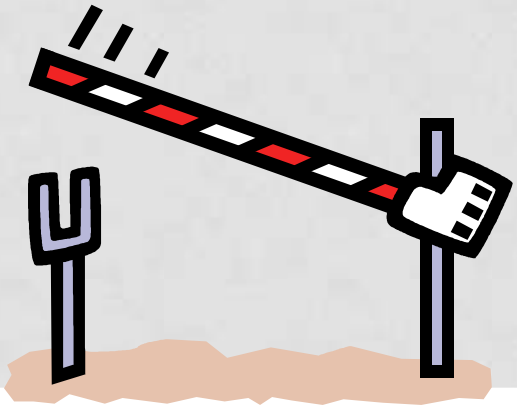
a. Notify students of expectations for active participation in course work (R277-726-7(2)(O)).
b. Cooperate with USOE in providing timely documentation of participation (R2770-726-7(8)).
c. Refund a payment received for a student who enrolls in an online course if the student withdraws for an online course within 10 days (53A-15-1208(2)(c)).

*Primary and Provider LEAs are counseled to make students aware of the 10 day "decision" period, and Provider LEAs must notify USOE of withdrawal in a timely fashion to avoid the necessity of refunding payments.*

# AS FOR BUSINESS ADMINISTRATORS:

Business Administrators ensure that a student requesting SPEOP enrollment has no more than a full course load, unless an SEOP is in place providing for early graduation.

This safeguards the district against financial loss.



Statewide Public Education Online Program

*EXCEPT AS BELOW*, A STUDENT ENROLLED IN AN ONLINE COURSE MAY EARN NO MORE CREDITS IN A SEMESTER THAN THE NUMBER OF CREDITS A STUDENT MAY EARN BY TAKING A FULL COURSE LOAD DURING THE REGULAR SCHOOL DAY IN A HIGH SCHOOL CLASSROOM.

A student enrolled in an online course may earn more credits <u>if</u> the student intends to:

1. Complete high school graduation requirements and exit high school early.
2. Has a "Student' Education/Occupation Plan" (SEOP) that incorporates additional classes currently into a plan for early graduation.

# ONLINE COURSE CREDIT HOURS INCLUDED IN DAILY MEMBERSHIP – LIMITATIONS:

1 Online Credit
1 Release Time
7 Traditional Credits

Too Many Credits

- A primary LEA of enrollment must include online course credit hours in calculating daily membership.
- Also, a student may not count as more than one the equivalent of a full course load, *unless* the student intends to complete high school graduation requirements, and exit high school early, in accordance with the student's education/occupation plan (SEOP).

# STATE BOARD OF EDUCATION ADMINISTRATIVE RULES REQUIRE RELEASE TIME TO BE COUNTED IN "STUDENT MEMBERSHIP" (R217-419-4):

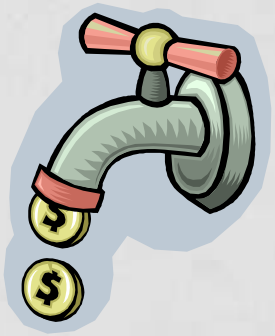
LEAs may count a student in membership for the equivalent in hours of up to one period each school day, if the student has been:

(a) released by school upon parent's request during the school day for religious instruction or individual learning activity consistent with the student's SEOP; or

(b) exempted from school attendance under §53A-11-102 for home schooling and participates in one or more extracurricular activities under R277-438.

*This allows the student to generate funding during release time.*

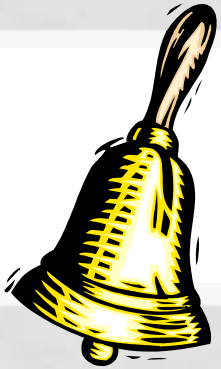
Statewide Public Education Online Program



The home district draws full funding for the student for all enrolled hours enabling a credit-based fee to be paid to the provider district for services rendered to the student.

This implies that
*enrollment beyond a full course load,*
*when funding is only being received up to that limit,*
*would result in a financial loss to the district.*

# ENROLLMENT WINDOWS AND COURSE LOAD



An eligible student may not enroll in an online course under the program for a given semester after the first 10 school days of enrollment by the student or within 10 days of the student's initial enrollment *unless the student does not have a full class schedule at the student's primary school of enrollment* (R277-726-4(A)).

Local timelines will govern when a student may withdraw from a traditional course so as to constitute a lack of full enrollment.

*Note that USOE will accommodate enrollment requests where an LEA finds that a student investigated enrollment but did not complete the CCA prior to the 10 day limit.*

# PRIMARY LEAS MUST DEVELOP PARTICIPATION CALENDARS AND RELATED POLICIES THAT WOULD DISCOURAGING STUDENTS FROM DROPPING TRADITIONAL COURSES AND ENROLLING IN ONLINE COURSES TOO LATE TO ENSURE ONLINE SUCCESS:

WHY?

Because (R277-726-4(D)) that, "An eligible student may not enroll in an online course under the program for a given semester after the first ten days of enrollment by a student or within ten days of the student's initial enrollment *unless the student does not have a full schedule class schedule* at the student's primary school of enrollment."

This leaves the question of a student dropping a course mid-year open, given that the student would then not have a full schedule.

# PRIMARY LEAS BEAR THE BURDEN OF ESTABLISHING APPROPRIATE POLICIES FOR THE ADMINISTRATION OF SPEOP AT A LOCAL LEVEL:

(R277-726-8(A)) states that a PRIMARY LEA *shall* set reasonable timelines and standards and providers *shall adhere* to timelines and standards for student grades and <u>enrollment</u> in online courses for purposes of:

(1) School awards and honors.
(2) Utah High School Activities Association participation.
(3) Graduation requirements.

# CURRENTLY, IF A HOME-SCHOOL STUDENT WISHES TO ENROLL IN AN ONLINE COURSE THROUGH SPEOP:

Home-schooled or private school students must enroll in a Utah district or charter school for at least two "traditional" school courses provided by the district or charter school of enrollment, to be eligible for the Program.

The student would thus be enrolled for 2/8 of a day at a boundary school or charter school, allowing payment to flow to the primary school and then to an online provider, given that these courses will actually be supplied to a student enrolled at that district or charter school but accessing course work through the Statewide Public Education Online program.

*Beginning July 1, 2013, a student who attends a private school or home school and whose custodial parent or legal guardian is a resident of Utah will be directly eligible for the Statewide Public Education Online Program (53A-15-120). Currently, enrollment must be facilitated though another public school.*

# NOTE THAT THE LAW ALLOWS SOME LATITUDE IN MEETING STUDENT NEEDS:

- A student's primary LEA of enrollment may allow an eligible student to enroll in online courses for more than the allowable (*as specified in slide 6*) number of credits (§53A-15-1204(3)(a)).
- Upon the request of an eligible student, the State Board of Education may also allow the student to enroll in online courses for more credits if the online courses *better meet the academic goals of the student* (§53A-15-1204(3)(b)).

# AN ELIGIBLE STUDENT **MAY ENROLL** IN AN ONLINE COURSE OFFERED THROUGH THE STATEWIDE PUBLIC EDUCATION ONLINE PROGRAM IF:

1. The student meets the course prerequisites.
2. The course is open for enrollment.

Eligible student means a 9-12th grade student enrolled in a district school or charter school in Utah, including students with disabilities, and English Language Learners (§*53A-15-1202(6)*).

Statewide Public Education Online Program

# AN ELIGIBLE STUDENT'S PRIMARY LEA OF ENROLLMENT MAY NOT:

1. Impose restrictions on a student's selection of an online course that fulfills graduation requirements and is consistent with the student's SEOP or post-secondary plans (§53A-15-1204(5)(a)).

2. Give preference to an online course or online course provider (§53A-15-1204(5)(b)).

# THE PRIMARY LEA OF ENROLLMENT:

1. Must assist an eligible student in scheduling courses in accordance with:

   a) The student's SEOP.
   b) Graduation requirements
   c) Student's post-secondary plans.

An online course cannot be refused because it is not *required* for graduation, if it is nevertheless *consistent with* timely graduation and is consistent with post-secondary plans.

# QUESTIONS ABOUT THE STATEWIDE PUBLIC EDUCATION ONLINE PROGRAM?

1. Visit the SPEOP Website at:
   http://www.schools.utah.gov/edonline/Info-for-Primary-Schools-and-LEAs.aspx
2. Review Business Administrator Responsibilities at:
   http://www.schools.utah.gov/edonline/docs/2011_08_11-Primary-LEA-business-office-Instruction.aspx
3. Access SPEOP Board rule at:
   http://www.schools.utah.gov/law/DOCS/RULESPROGRESS/R277-726.aspx
4. Access governing statute at:
   http://le.utah.gov/~code/TITLE53A/htm/53A15_120100.htm