



DISTANCE LEARNING POLICY **OF THE NEW AMERICA SCHOOL – LAS CRUCES**

The purpose of this Distance Learning Policy is to ensure the rights of students regarding distance learning courses while in The New America School – Las Cruces (“NAS-LC”), a New Mexico public charter school. This policy and its implementation shall be in accordance with 6.30.8 NMAC, and, in particular, 6.30.8.12 NMAC.

A. Courses.

The statewide cyber-academy (IDEAL-NM) approved distance education program allows for expanded course offerings. NAS-LC staff will inform students about distance learning opportunities. Courses can be taken by students for credit, and by educators for professional development. NAS-LC shall adhere to IDEAL-NM participation requirements in order to enroll students in IDEAL-NM courses.

No fees shall be charged to students for participation in distance learning courses. Distance learning coursework through institutions and entities other than IDEAL-NM shall not be provided in the absence of a duly executed Agreement between the provider and NAS-LC, setting forth which entity or institution shall be responsible for granting students’ grades and credits and other enrollment/participation requirements. In addition, such agreements shall, at minimum, include:

- (1) the courses to be delivered;
- (2) the delivery period;
- (3) the financial arrangements, including funding;
- (4) support mechanisms needed in behalf of students;
- (5) state assessment responsibilities on behalf of students;
- (6) identification of the responsible entity and timelines for granting grades

and credit; and

(7) a statement of assurance that all distance learning courses meet or exceed state content standards with benchmarks and performance standards and are taught by highly-qualified teachers.

Agreements shall also include a provision allowing NAS-LC to terminate a course and/or a provider’s services promptly upon discovery of irregularities or deficiencies in the course/the provider’s services.

If NAS-LC decides to utilize a distance learning option not provided by IDEAL-NM, NAS-LC must provide documentation to the Public Education Department that the distance learning course meets the state content standards with benchmarks and performance standards.

B. Coordination and Monitoring.

The NAS-LC [Principal] shall be the NAS-LC site distance learning coordinator (“Coordinator”) and shall be responsible for approving or disapproving students’ requests to participate in any distance learning courses or programs for credit or a grade.

The Coordinator shall:

- (1) assign scheduled class periods during the school day that correspond to the number of distance learning courses students are taking while making it possible for students to maintain a class schedule which incorporates both distance learning courses and locally scheduled classes without conflict;
- (2) monitor student progress;
- (3) ensure compliance with all federal and state statutes pertaining to student privacy, the posting of images on the internet, copyright or duplication of materials, and rules pertaining to the public broadcasting of audio and video technology;
- (4) ensure the security of individual student data and records under the Family Educational Rights and Privacy Act [20 U.S. Code 1232g];
- (5) ensure that all teachers of distance learning courses meet the highly qualified teacher requirements of the current authorization of the elementary and Secondary Education Act of 1965 [20 U.S. Code 6301] and New Mexico state law;
- (6) determine the appropriateness of particular distance learning courses for each individual student prior to student enrollment in distance learning courses. The approval will be approved according to the course description. If the description meets the requirement, the Administrator will approve the course;
- (7) ensure that all core curriculum delivered by distance learning courses meet or exceed the state content standards with benchmarks and performance standards; and
- (8) at least annually, evaluate the distance learning courses and provider(s) utilized by NAS-LC and, should irregularities or deficiencies in the provider services become apparent, promptly meet with the provider to discuss/resolve such irregularities/deficiencies. If irregularities/deficiencies cannot be resolved, NAS-LC shall promptly remove or cease to utilize the course/provider.

This Distance Learning Policy was adopted by resolution of the Governing Council of New America School – Las Cruces, a New Mexico public charter school, and is effective as of March 10, 2016.

Effective date: August 20, 2012

To be revised: June, 2019

Approved by the Governing Council on

Date: March 10, 2016

(Legal Reference: 6.30.8 NMAC)