

## SECTION 21F: EXPANDED VIRTUAL LEARNING FOR COURSE PROVIDERS

Section 21f allows districts, intermediate districts, community colleges, and the Michigan Virtual (MV), and other third-party vendors the opportunity to publish courses in a statewide catalog of virtual courses for consumption by pupils located throughout Michigan.

Publishing courses in the statewide catalog of virtual courses allows these entities to receive payment for the enrollment and instruction of pupils who were counted in membership by a district. The following document addresses the legislative requirements for becoming a course provider under Section 21f if the district wishes to extend their instructional coverage into regions which would not ordinarily allow for them to receive state aid payments for the instruction.

### COURSE PROVIDER REQUIREMENTS

The course provider is the district, intermediate district, community college, or the Michigan Virtual, and other third-party vendor providing virtual courses. These requirements also apply to districts offering courses statewide under this section, where they are the enrolling district (district that has counted the student in membership) in addition to the providing district.

The course provider must ensure that each of the following requirements are met:

- 1) Ensure that the virtual course has been published in the pupil's primary district's catalog of board-approved courses or published in the statewide catalog of virtual courses maintained by the Michigan Virtual.
- 2) The virtual course syllabus is published in the statewide course catalog, and contains the following components:
  - a. An alignment document detailing how the course meets applicable state standards or, if the state does not have state standards, nationally recognized standards.
  - b. The virtual course content outline.
  - c. The virtual course required assessments.
  - d. The virtual course prerequisites.
  - e. Expectations for actual instructor or teacher of record contact time with the virtual learning pupil and other communications between a pupil and the instructor or teacher of record.
  - f. Academic support available to the virtual learning pupil.
  - g. The virtual course learning outcomes and objectives.
  - h. The name of the institution or organization providing the virtual content.
  - i. The name of the institution or organization providing the virtual instructor.
  - j. The course titles assigned by the district and the course titles and course codes from the National Center for Education Statistics (NCES) School Codes for the Exchange of Data (SCED).
  - k. The number of eligible nonresident pupils who will be accepted by the district in the virtual course.
  - l. The results of the virtual course quality review using the guidelines and model review process published by MV.
- 3) The virtual course is academic in nature and approved by the provider's board of education of the school district or board of directors of the public school academy.
- 4) Assign to the course a teacher of record (or instructor if the course is being provided by a community college).
- 5) The providing district provides the enrolling district with the teacher's personnel identification code (PIC).

- 6) The course must offer an open entry and exit method, or align to a semester, trimester, or accelerated term format.
- 7) Not later than October 1 of the current school year, provide the Michigan Virtual with the number of enrollments in each virtual course 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 virtual course. Community colleges participating under Section 21f are exempt from this requirement until 2016.
- 8) If the course is provided by a community college under Section 21f, the course must generate postsecondary credit.

#### INSTRUCTIONAL COMPONENT

##### Teacher of Record Definition:

The teacher of record is responsible for providing instruction, determining instructional methods for each pupil, diagnosing learning needs, assessing pupil learning, prescribing intervention strategies, and modifying lessons, reporting outcomes, and evaluating the effects of instruction and support strategies. The teacher of record may coordinate the distribution and assignment of the responsibilities described above with other teachers participating in the instructional process for the course.

##### District and Michigan Virtual, or Other Third-Party Vendor Requirements:

- The teacher of record for the virtual course must be a teacher placed under a valid certificate, substitute permit, authorization, or approval issued by the department.
- The teacher of record must have a personnel identification code provided by the Center for Educational Performance and Information (CEPI).

##### Community College Requirement:

- If the provider is a community college, the instructor must be employed by or contracted through the providing community college.

#### PROGRAM AND COURSE CAPACITY

A providing district or community college shall determine whether it has capacity to accept applications for enrollment from nonresidents in virtual courses. If the providing district or community college determines that it has capacity for nonresident pupils, the district determines if the capacity is unlimited, whereby all nonresident pupils can be accepted, or if there is a limited number of seats. If the number of applicants for a limited program exceeds the number of seats available, the providing district or community college shall use a random draw system when selecting pupils for enrollment.

A district that is also a provider shall determine whether it has the capacity to accept applications for enrollment from nonresident applicants in virtual courses and may use that limit as the reason for refusal to enroll a nonresident applicant.

#### COURSE CATALOG

A pupil may enroll in virtual courses published in the providing district's catalog of virtual courses or the statewide virtual course catalog maintained by MV. A district offering a virtual course must provide MV with the course syllabus for inclusion in the statewide virtual course catalog and must provide a link to the catalog on the district's website. Virtual courses are offered on an open entry and exit method or are aligned to a semester, trimester, or accelerated academic term.

## COUNTING MEMBERSHIP, AWARDING CREDIT, AND PAYMENT OF TUITION

The enrolling district shall count the pupil in membership for the course(s) in which the pupil is enrolled under MCL 388.1621f if all the requirements for counting a pupil in membership have been satisfied.

If a pupil successfully completes a virtual course, the 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 virtual course title as it appears in the virtual course syllabus.

A district is not required to pay toward the cost of a virtual course an amount that exceeds 6.67% of the minimum foundation allowance for the current fiscal year as calculated under Section 20 of the State School Aid Act (MCL 388.1620).

## STATUTORY AND OTHER REFERENCES

### State School Aid Act

MCL 388.1606

MCL 388.1620

MCL 388.1621f

MCL 388.1701

### Revised School Code

MCL 380.1281

MCL 380.1311

MCL 380.1311a

### Administrative Rules

R 340.11

R 340.12

R 340.18

### Appellate Court Decision

Bond v Ann Arbor School District, 383 Mich 693 (1970)

### State Board of Education Guidance

State Board of Education Position Statement on Free Textbooks, Materials, and the Charging of Fees (1972)

<https://tinyurl.com/FreeTextbooksMaterialsFees>