




NEBO SCHOOL DISTRICT ADMINISTRATIVE DIRECTIVE

Directive
No.
6.9

SECTION: STUDENTS
TITLE: LEARNER VALIDATED ENROLLMENT
DATE: AUGUST 2020
SUPERINTENDENT APPROVAL: 

In accordance with requirements under R277-419, Nebo School District must substantiate the enrollment of students in our online, competency-based, or blended learning programs.

1. The following consists of the assurances we must comply with in order to offer alternative opportunities for student learning outside of the daily classroom setting.
 - 1.1. Personal Contact by Licensed Instructor
 - 1.1.1. At a minimum, the licensed instructor of the course must make personal contact with each student at least once every ten consecutive school days.
 - 1.1.2. This contact consists of email, phone, or other online correspondence.
 - 1.2. Student Minimum Login
 - 1.2.1. At the time of enrollment, students/parents/guardians will verify identifiable personal information, including current email, phone numbers, and addresses.
 - 1.2.2. At a minimum, students must log onto the Learning Management System at least once every ten consecutive school days, unless other arrangements have been made to maintain contact with the instructor.
 - 1.3. Instructional Learning Requirement Options
 - 1.3.1. Course objectives, assessments, and learning activities will follow the in-school equivalent course, OR
 - 1.3.2. Competency based courses will clearly identify the competencies and assessments used to measure the identified competencies.
2. In the event learner enrollment cannot be validated, the following process has been identified:
 - 2.1. Attempts will be made to contact the student via email, phone, and any other identified modes recorded at the time of registration.
 - 2.2. For students who have a long-term illness or vacation, it is appropriate for the online school to continue to hold the enrollment for that student as long as plans are developed for the return of the student.
 - 2.3. For students who are no longer responding to multiple attempts for contact, the school will withdraw the student and follow established procedures for grading and securing records.
 - 2.4. Withdrawn students are removed from LEA membership rolls and are not eligible for counting in the LEA's membership records.