Multidistrict Online School Program Application

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# Contact Information

## Applicant

Program name: Click or tap here to enter text.

Mailing address: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Primary phone number: Click or tap here to enter text.

Website: Click or tap here to enter text.

Student information privacy policy URL: Click or tap here to enter text.

## 1.2 Primary Contact for Review Process

Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Email address: Click or tap here to enter text.

Phone number: Click or tap here to enter text.

## 1.3 Organization Background

How long has your organization/program offered online courses? Click or tap here to enter text.

Is your organization:

[ ]  For profit

[ ]  Nonprofit

[ ]  Part of a Washington state school district

# 2. Descriptions

## 2.1 Overview

Please provide a program overview. Click or tap here to enter text.

## 2.2 Grades

Grades served:

[ ]  K-6

[ ]  7-8

[ ]  9-12

## 2.3 Target Student Audience

Please provide a statement describing the types of students that your program serves.

Click or tap here to enter text.

## 2.4 Student/Teacher Contact Requirements

If your program or online course participation requirements include student/teacher contact, please describe those requirements here.

Click or tap here to enter text.

## 2.5 Content/Curriculum

Click or tap here to enter text.

## 2.6 Course Offerings

Subjects:

[ ]  Arts

[ ]  Business

[ ]  English Language Arts

[ ]  Health & Physical Education

[ ]  Mathematics

[ ]  Science

[ ]  Social Studies

[ ]  Technology

[ ]  World Languages

Levels:

[ ]  Advanced Placement

[ ]  College

[ ]  Credit Recovery

[ ]  Honors

[ ]  International Baccalaureate

[ ]  Pre-AP

[ ]  Remedial

[ ]  Standard

# 3. Provider Data

## 3.1 Student-to-Teacher Ratio

Click or tap here to enter text.

# 4. Assurances

## ~~4.1 Accreditation (Online Course Provider Applicants Only)~~

~~Applicant has been accredited by Cognia (formally AdvanceEd) or AESD and agrees to maintain accredited status for the duration of OSPI approval period. Please upload a copy of your accreditation certificate.~~

## 4.2 FEDERAL OR STATE LAWS, RULES, AND REGULATIONS

The applicant acknowledges the responsibility to uphold any other pertinent federal or state law, rules or regulations in the delivery of its online courses or programs, including, without limitation, Title II of the Americans with Disabilities Act, Section 504 of Rehabilitation Act of 1973, and the Individuals with Disabilities Education Act.

Pursuant to Washington Administrative Code (WAC) [392-121-182](https://apps.leg.wa.gov/WAC/default.aspx?cite=392-121-182), all instruction delivered to Washington state students is delivered by Washington state certificated teachers who (A) are assigned and endorsed to instruct courses in a manner which meets the requirements set forth in WAC [181-82](https://app.leg.wa.gov/WAC/default.aspx?cite=181-82), and (B) are evaluated annually using the revised evaluative criteria and four-level rating system established in Revised Code of Washington (RCW) [28A.405.100](https://app.leg.wa.gov/RCW/default.aspx?cite=28A.405.100). The applicant acknowledges that OSPI approval covers only courses delivered to Washington state students and delivered by Washington state certificated teachers.

## 4.3 HIGH SCHOOL CREDIT

All of applicant's high school courses advertised as being worth high school credit are eligible for high school credit per WAC [180.51.050](https://apps.leg.wa.gov/wac/default.aspx?cite=180-51-050). (Final decisions regarding the awarding of high school credit shall be governed by RCW [28A.250.050](https://app.leg.wa.gov/rcw/default.aspx?cite=28A.250.050) (2).)

## 4.4 CURRICULUM ADOPTION

Instructional materials used by online school programs in online courses or course work must be approved pursuant to school board policies adopted in accordance with RCW [28A.320.230](https://app.leg.wa.gov/rcw/default.aspx?cite=28A.320.230).

## 4.5 STANDARDS ALIGNMENT

The applicant's course content is aligned with at least eighty percent of the current applicable grade/subject area Washington State standards, including the Washington Educational Technology Standards. For courses with content that is not included in state standards, the applicant's courses are aligned with at least eighty percent of nationally accepted content standards set for the relevant subjects.

Include information about who conducted the alignments (name/title and/or service provider), the standard(s) aligned, and the dates of alignments.

Upon approval the applicant can and will disclose alignment documentation for each course on their website and/or OSPI course catalog.

## 4.6 CREDIT/CONTENT REQUIREMENTS

All of the applicant's current and future courses must meet the credit/content requirements in chapter [392-410](https://apps.leg.wa.gov/wac/default.aspx?cite=392-410) WAC.

## 4.7 ADVANCED PLACEMENT

All of the applicant's Advanced Placement courses have been approved via the College Board AP Course Audit.

## 4.8 CAREER AND TECHNICAL EDUCATION (MULTI DISTRICT ONLINE SCHOOL PROGRAM APPLICANTS ONLY)

All of the applicant's current and future Career and Technical Education (CTE) courses are aligned to Washington State CTE Program Standards which include integration of occupational specific academic, leadership, and employability skills; courses provide exploration of post-secondary employment and/or education options.

## 4.9 FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The applicant's data management systems ensure all student information remains confidential, as required by the Family Educational Rights and Privacy Act (FERPA).

## 4.10 ACCESSIBILITY

Applicant's web systems meet conformance level A of the World Wide Web Consortium's Web Accessibility Initiative (WAI) [Web Content Accessibility Guidelines (WCAG) 2.0](https://www.w3.org/WAI/standards-guidelines/wcag/).

## 4.11 Responsibility

The online provider retains responsibility for the quality of courses, web systems, and content offered, regardless of any third-party contractual arrangements, partnerships or consortia, contributing to the content or delivery of the online courses or programs.

## 4.12 ALTERNATIVE LEARNING EXPERIENCES

The online school program agrees that all programs delivered as alternative learning experiences comply with the requirements of WAC [392-121-182](https://apps.leg.wa.gov/wac/default.aspx?cite=392-121-182). The online course provider agrees to disclose to OSPI the manner in which it supports the requirements of WAC [392-121-182](https://apps.leg.wa.gov/wac/default.aspx?cite=392-121-182) for online courses delivered outside of an online school program.

## 4.13 Assessment

The online school program agrees to comply with the state assessment requirements, including, but not limited to, the requirements of RCW [28A.655](https://app.leg.wa.gov/rcw/default.aspx?cite=28A.655) and WAC [392-121-182](https://apps.leg.wa.gov/wac/default.aspx?cite=392-121-182), as applicable.

## 4.14 Additional assurances

The online course provider agrees to abide by any additional assurances required by the Superintendent of Public Instruction.

## 4.15 Reporting

The applicant agrees to provide all information as directed or as requested by the Office of Superintendent of Public Instruction, the Secretary for the Department of Education, and other federal officials for audit, program evaluation compliance, monitoring, and other purposes and to maintain all records for the current year and three previous years.

## 4.16 Program changes

The applicant agrees to inform, in writing, the Office of Superintendent of Public Instruction (OSPI) of any significant changes to its program.

## 4.17 Authorization

In order to sign the assurances, please follow the [Assurance Letter directions](https://ospi.k12.wa.us/student-success/learning-alternatives/online-learning/assurances).

Please scan the document, save as a PDF, then upload into your application folder:\*

# 5. Access Information

## 5.1 Log in for demo courses

Please provide unique demo access for three reviewers. Be sure each account has access to both student and teacher roles. Reviewers will be unable to score applications without demo access.

|  |  |  |
| --- | --- | --- |
| Reviewer Number | Username | Password |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |

## 5.2 Technology requirements

Please include the URL of the page on your website that lists the technology requirements for your program/courses, including any special hardware or software requirements. Note that this URL may be posted, if approved, on the [Online Learning website](https://ospi.k12.wa.us/student-success/learning-alternatives/online-learning/approved-online-course-providers).

## 5.3 network requirements

Please list the names of any servers that students and teachers will access as a part of your program/courses. This information will allow district network administrators to ensure access to your servers for enrolled students. If you have any other special network requirements, please list them here. Note that this may be posted, if approved, on the [Online Learning website](https://ospi.k12.wa.us/student-success/learning-alternatives/online-learning/approved-online-course-providers).

# 6. Supporting Documentation for Criteria

\* Indicates that the evidence is demo reliant – it must be located in the course demo.

## A - Course Content and Instructional Design

A1\* Click or tap here to enter text.

A2\* Click or tap here to enter text.

A3\* Click or tap here to enter text.

A4\* Click or tap here to enter text.

A5\* Click or tap here to enter text.

A6 Click or tap here to enter text.

A7\* Click or tap here to enter text.

A8 Click or tap here to enter text.

A9 Click or tap here to enter text.

A10\* Click or tap here to enter text.

A11\* Click or tap here to enter text.

A12\* Click or tap here to enter text.

A13 Click or tap here to enter text.

A14\* Click or tap here to enter text.

## B - Student Assessment

B1\* Click or tap here to enter text.

B2\* Click or tap here to enter text.

B3\* Click or tap here to enter text.

B4\* Click or tap here to enter text.

B5\* Click or tap here to enter text.

## C - Classroom Management

C1\* Click or tap here to enter text.

C2 Click or tap here to enter text.

C3 Click or tap here to enter text.

C4 Click or tap here to enter text.

C5 Click or tap here to enter text.

## D - Course Evaluation and Management

D1 Click or tap here to enter text.

D2 Click or tap here to enter text.

D3 Click or tap here to enter text.

D4 Click or tap here to enter text.

## E - Student Support

E1 Click or tap here to enter text.

E2 Click or tap here to enter text.

E3 Click or tap here to enter text.

E4 Click or tap here to enter text.

E5 Click or tap here to enter text.

E6 Click or tap here to enter text.

## F - School-based Support

F1 Click or tap here to enter text.

F2 Click or tap here to enter text.

F3 Click or tap here to enter text.

## G - Technology

G1\* Click or tap here to enter text.

G2 Click or tap here to enter text.

G3 Click or tap here to enter text.

G4 Click or tap here to enter text.

G5 Click or tap here to enter text.

## H - Staff Development and Support

H1 Click or tap here to enter text.

H2 Click or tap here to enter text.

H3 Click or tap here to enter text.

H4 Click or tap here to enter text.

H5 Click or tap here to enter text.

## I - Program Management

I1 Click or tap here to enter text.

I2 Click or tap here to enter text.

I3 Click or tap here to enter text.

I4 Click or tap here to enter text.

I5 Click or tap here to enter text.

I6 Click or tap here to enter text.

I7 Click or tap here to enter text.