



Online Course Publisher Policy

Rationale

Forest Charter School (FCS) strives in all ways to provide a strong independent study program for all students. In building a personalized program for a wide-variety of students, we recognize that it sometimes becomes necessary to use outside resources to support a student's unique educational plan, and FCS permits students to supplement their FCS education in this manner. As a public charter school, FCS is aware of its responsibility to maintain a robust teaching program offered through its own faculty. With these considerations, Forest Charter School has approved the following policy.

Definition

- *Online Course Publishers* - These publishers provide curriculum and assignments; grade the assignments; and provide final grades.

Policy

- Students must be enrolled in at least 20 FCS credits, separate from any online course publishers and/or community college classes
- Students can enroll in a maximum of two classes from online course publishers and/or community college classes per semester (i.e. any combination of community college classes and/or classes with online course publishers).
 - NOTE: In some instances, community college classes require labs or other support/supplemental sections as part of a primary class. These support/supplemental sections are considered part of the primary class in which the student is enrolled, and therefore count as one class toward the two class maximum.
- Instructors from online course publishers must be California credentialed in the specific subject area taught.
- High school classes must be a-g approved, as applicable to the type of course.
- Students may only use FCS-approved online course publishers, if they wish to receive FCS credit for the course(s).
- All assessments from online course publishers must be proctored either by a third-party online proctor service or an FCS staff member. The supervising teacher and/or FCS administration has the authority to require that any assessment (even if it is proctored by a third-party online proctor service) is taken at an FCS learning center under the supervision of an FCS staff member.
- FCS will report exact grades from online course publishers.

- Forest Charter School will not add classes from online course publishers to the FCS transcript that were not part of the student's FCS master agreement (i.e. approved by Forest Charter School).
- Students/families may appeal any of the above requirements to the FCS Academic Dean or designee, who has final authority over the matter.