

FIRST AMENDED DISTANCE LEARNING POLICY
New Mexico School for the Arts

The New Mexico School for the Arts (the “School”), a state public charter high school, exists for the purpose of providing an excellent artistic and academic education to high school students with exceptional promise in the arts. This First Amended Distance Learning Policy is adopted for the purpose of providing the School with the opportunity to expand its courses and access to learning resources for students of the School and professional development opportunities for teachers, instructional support providers and administrators of the School in compliance with applicable legal and regulatory requirements.

1. **School Site Coordinator.** The Head of School will designate a school official to serve as the school site coordinator.
2. **Student Requests.** The School will inform the students about the distance learning courses that are available to them. A student must have written permission from the School to enroll in a distance learning course. The Head of School will designate a school official to approve or disapprove student requests to participate in distance learning courses or programs for credit or a grade and pursuant to criteria and procedures adopted by the School.
3. **Class Schedule.** The School will assign and implement procedures to 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 that incorporates both distance learning courses and School scheduled classes without conflict.
4. **Monitor Student Progress.** The School will monitor student progress in distance learning courses.
5. **Legal Compliance.** The School will ensure compliance with federal and state law 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.
6. **Security of Student Data.** The School will ensure the security of individual student data and records in compliance with the Family Educational Rights and Privacy Act (20 USC 1232g).
7. **Teacher Requirements.** The School will 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 USC 6301).
8. **Approval Process.** The School will adopt written criteria and an approval process for determining the appropriateness of particular distance learning courses for each individual student prior to student enrollment in distance learning courses, including that all core curriculum delivered by distance learning courses must meet or exceed the state content standards with benchmarks and performance standards.

