TO: Administrators of Instruction   **DATE:** October 19, 2018

FROM: Derrick Chau, Ph.D.
           Senior Executive Director, P-12 Education

SUBJECT: ONLINE LEARNING UPDATE FOR 2018-19

The purpose of this communication is to share important updates to online credit-bearing courses in LAUSD for the 2018-2019 school year.

Important Highlights:
- As a result of the RFP that took place Spring 2016, LAUSD has two approved providers for credit-bearing courses: Edgenuity & APEX
  - News and information (including course offerings & corresponding MISIS course numbers) on online learning can be found at: http://bit.ly/onlinecourseoverview.
  - Schools may not offer online credit-bearing courses from any other vendor.
  - License pricing information is included in the appendix of this interoffice correspondence.

- In order to honor local autonomy and decision-making, local districts chose whether to be included in a bulk purchase of blended learning licenses with Edgenuity made by the Division of Instruction for the 2018-2019 school-year or to purchase blended learning licenses with a vendor on their own. All LDs opted to be included in this bulk purchase of 1500 Edgenuity blended learning licenses. All local districts were free to design their own process for allocating licenses to school sites. Schools should contact their LD Instructional Technology Specialist (ITS) for instructions on how to use Edgenuity blended licenses and/or make any additional license purchases.

- Virtual licenses must be purschased by school sites. They may utilize A-G funding given to LDs. Schools should contact their LD ITS for instructions on how to purchase virtual licenses with Edgenuity or Apex.

- For a complete, updated list of course offerings, please see:
  - Edgenuity: https://achieve.lausd.net/Page/10966
  - Apex: https://achieve.lausd.net/Page/10959

- As with other "A-G" approved course, prior to enrolling a student in a course with either vendor, schools must first ensure that the online course(s) being offered appears on their UC "A-G" approved list which is located on the Course Management Portal. The deadline to submit courses is August 31, 2018. Please refer to Reference Guide 5833.4 for more information.

- Prescriptive course: the threshold for pre-tests is set to 70% in order for students to "test-out" of a lesson/unit.

- Please visit http://achieve.lausd.net/Page/11383 for upcoming training opportunities. Please note that schools are expected to cover the cost for any needed substitutes.

- Purchasing any additional licenses:
  - A summary of pricing information for each provider is available at: http://achieve.lausd.net/Page/11384. For any questions on prices or services please contact the Procurement Services Division at (213) 241-8708 and ask to speak with a Contract Analyst.
  - Shopping carts should reference the Vendor number and the Contract number that are listed below. The SAP Product Category for
    - Instructional Licenses is 78575
    - Professional Development is 96102.
    Any questions about this process should be directed to your Shopping Cart Support Center.
  - **Step by Step Instructions:**
    i. Contact the vendor that offers services of interest to you. Obtain quote, scope of services and delivery schedule. If services will extend over weeks or months include an invoice schedule also.
    ii. Create a shopping cart:
    a) Reference
      - Vendor # (enter in "Preferred Vendor" field)
      - Contract # (enter in the "Sources of Supply" tab. If an error message is received at this point contact your Shopping Cart Support Center).
    b) Attach quotation, scope of work and payment schedule.
    iii. Submit for approval.

Vendor Information

Apex Learning
- Vendor # 1000003186
- Contract # 4400004863
- Contact: Armine Movsesyan
    ○ 818-970-0336
    ○ armine.movsesyan@apexlearning.com
	Edgenuity
	- Vendor # 1000000059
	- Contract # 4400004864
	- Contact: Dr. Lisa Bliss
	    ○ 213-268-8626
	    ○ lisa.bliss@edgenuity.com

School Point-of-Contact
- All schools that would like to offer online credit-bearing courses must first designate a point of contact for each of the implementation models being offered. The individual(s) designated by the principal are responsible for overseeing the fidelity of the program's implementation and progress as well as being the point of contact for the Local District Instructional Technology Specialist. The Division of Instruction does not offer any compensation for assuming these roles. Please submit principal's selections at: http://bit.ly/designatedpoc
  - If offering virtual courses, school must designate a "Supervising Mentor" to oversee all mentors at the school site.
  - If offering blended learning courses, school must designate a "Site Coordinator" to oversee all teachers hosting a blended learning course at the school site.

Implementation Options

- **Virtual Courses**: These courses are offered online with the vendor providing the appropriately credentialed teacher. Virtual courses may be used for original credit or as an option for credit recovery. These courses are ideal for students needing a course that is not offered at their school site or are unable to include a specific class into their regular schedule (master schedule outliers). These courses are NCAA approved.

  Although virtual courses provide an online teacher with the appropriate subject credential, the school must identify a credentialed teacher (in any subject area) to serve as a mentor for students. The mentor is responsible for monitoring student progress in virtual courses and empowering student(s) with best practices in completing an online course. Schools should designate staff that is able to build a rapport with students and is able to continuously reflect with students on their progress and needs.
    - In virtual courses the mentor cannot assign supplemental assignments, the mentor is responsible for reporting the grade assigned by the online instructor as is.
    - Supervising Mentor: a "supervising mentor" must be designated to oversee a school's virtual learning implementation to ensure fidelity to its implementation and serve as the point of contact for the school's virtual learning program.
    - NCAA recognition: in order for a course to be recognized by NCAA it must be completed between 12-18 weeks. NCAA does not recognize prescriptive versions, so NCAA students must use the core (original-credit) version even when completing a course for credit recovery purposes.

- **Blended Learning Courses:** Instruction in these courses is delivered by an LAUSD credentialed instructor and the digital content is provided by the online vendor. Blended learning courses may be used for original credit or as an option for credit recovery. Schools must provide the appropriate subject area LAUSD credentialed teacher to be the primary instructor throughout the courses in this model. The subject area credentialed teacher must be programmed into a period with the students. *Blended learning courses are not NCAA approved, so students planning to pursue NCAA recognition should not be assigned to any version of a blended course (only use virtual courses for NCAA students).* Advanced Placement (AP) courses are not an option in the blended model.
    - Site Coordinator: a "site coordinator" must be designated to oversee a school's blended learning implementation to ensure fidelity to its implementation and serve as the point of contact for the school's blended learning program.

Prescriptive Versions: When available, both virtual and blended models may offer a course in a prescriptive (mastery-based) version. These courses are the same as the core (original credit) version with a "test-out" feature. *The prescriptive course option is only available for students as a credit recovery option.* This model cannot be used to obtain original credit. Prescriptive courses are not NCAA approved regardless if offered in the virtual model. Any student who plans to pursue NCAA recognition should only complete the core (original credit) version of a virtual course.

- APEX pre-test: student takes a unit test and tests out of individual lessons
- Edgenuity pre-test: student takes a pretest for each lesson individually

Supplemental Resources
Both APEX and Edgenuity offer additional products that can be used for intervention or enrichment. These products are NOT credit-bearing and should only be used as supplemental resources. For more information please contact your LD Instructional Technology Specialist.

For more information or support, please contact your Local District's Instructional Technology Specialist:
- LD Central: Ana-Maria Madero amm4041@lausd.net
- LD East: David Billett: dbillett@lausd.net
- LD North East: Jerry Song: jerry.song@lausd.net
- LD North West: Elijah Whang: exw2588@lausd.net
- LD South: David S. Barrett: dbarrett@lausd.net
- LD West: Kevin Clanin: kjc3313@lausd.net