



**South Central Service Cooperative and Member School District  
AGREEMENT TO PROVIDE INSTRUCTIONAL SERVICES FY 2017-2018**

Members of South Central Service Cooperative collaborate to provide regional opportunities for instruction. Programming available to students includes course and other instructional options through:

- SOCRATES Online and Northern Star Online, state-approved supplemental online learning programs
- High-STEP Health Science Academy and SourceCode Information Technology Academy cooperative career pathway programs
- Other regional instruction and experiences which may include direct instruction, blended and online learning, clinical site experience, and work-based learning opportunities.

**By signing this agreement, the School District agrees to pay regional tuition for all local student enrollments per the rate and terms of this agreement.**

**The School District will be deemed a member of SOCRATES Online, eligible for direct billing of supplemental online learning options for secondary students.** Per MN Statute for Online Learning Options (124D.095), Subd. 8 describes financial arrangement for students enrolled in online learning, whereby the allocation of the proportionate ADM is administered by the state, allocating 88% direct to the provider, and the remaining 12% to the home district. Subd. 4(3) however, permits students to enroll with a state-approved online learning provider under this separate agreement that includes terms for paying any tuition or course fee. *Direct billing provides a substantial savings to the district.*

**By signing this document, School District agrees:**

1. To pay the agreed upon price, established at \$463.50/student/semester credit equivalence
  - a. Students who withdraw from a course within 21 calendar days after enrollment will be assigned a “drop with grace” status and incur no obligation for payment.
  - b. After this time, student drops will require full payment of the registered credit.
2. Counsel potential students concerning available programming and preparation for online learning.
3. To review and follow parameters, requirements, and expectations of SOCRATES Online members (Attachment 1).

South Central Service Cooperative

(Signature) Glenn Morris

Director  
(Title)

July 1, 2017

\_\_\_\_\_  
(School District) Name & ISD No.

\_\_\_\_\_  
(Superintendent Signature)

\_\_\_\_\_  
(name) (Date)

\_\_\_\_\_  
(District Contact for Online Students-Required by State)

**Attachment 1****PARAMETERS, REQUIREMENTS, AND EXPECTATIONS OF SOCRATES ONLINE MEMBERS**

Enrolling district or agency agrees to:

- Include selected course information for students in district registration materials as it pertains to local district interest and needs.
- Make available upon request information about SOCRATES Online/Northern Star Online (NSO) courses and programs to students and families.
- Publish the SOCRATES Online website links in relevant district information: [www.Socratesonline.org](http://www.Socratesonline.org).
- Communicate benefits of students' access to SOCRATES/NSO courses with students, parents, staff, and community.
- Support student enrollment in SOCRATES/NSO courses.
- Assign a staff member as the District Contact to follow the Student Support Plan guidelines below.
- Collaborate with SCSC to provide technical assistance and support to students working on their courses at school.
- Communicate with the teacher, learning facilitator and support staff regarding student progress and needs.
- Accept the course curriculum and award credit in alignment with state academic standards.

SOCRATES will:

- Work with Northern Star Online to provide students access to online curriculum.
- Provide the enrolling student's District Contact access to online curriculum and student progress information.
- Provide member and student support services including principal and counselor technical and advisory assistance, learning coach support for online students and their parents, and direct billing to school districts.
- Provide Online Advisory Committee options for members to help determine programming and policy.

**Student Support Plan**

Parameters and requirements:

- The state requires a contact person when schools work with an approved online provider. Unless otherwise indicated, SOCRATES Online will consider the counselor signing the enrollment form the District Contact.
- The agreement assumes students are MARSS-reported by the local district for their attendance in SOCRATES Online/NSO courses.
- When students are withdrawn, they are reported back to the local contact person.
- Unless withdrawn students are assigned to an enrolling district study hall or class, they cannot be MARSS reported.
- Training will be provided for local contacts in tracking and following up on student activity.

Expectations for local contact support:

- Assist the student and parent in completing the registration process.
- Make sure the student understands expectations for the online learning program.
- Complete, review and sign enrollment forms;
- Provide opportunities for online students to work at school or receive guidance from the local contact.
- Monitor and promote regular online attendance.
- Assist students in getting back on track when they fall behind.
- Require students who are behind to come into school to work on their online assignments until they are caught up.
- When students are withdrawn, ensure there is a process for being re-assigned to a study hall or other class.
- Assist in communication with SOCRATES Online staff and local school grade reporting.