

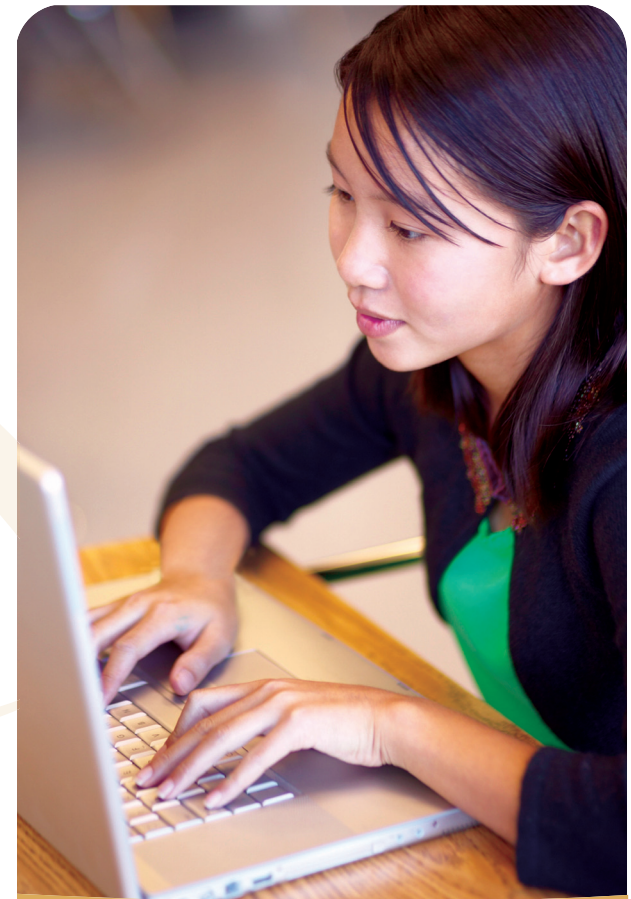


:: Introduction

In an effort to provide affordable, accessible, Christian-distributed online learning opportunities to the Columbia Union territory and constituency, the Columbia Union Office of Education (CUOE) and Griggs International Academy (GIA) have entered into an agreement to offer a two-year pilot program primarily for Grades 9–10, with possible expansion to Grades 11–12 at the discretion of the CUOE.



PO Box 4437
Silver Spring, MD 20914-4437
P: 301-680-6570
F: 301-680-6577
www.griggs.edu



Columbia Union Office of Education
& Griggs International Academy

:: **ONLINE LEARNING PROGRAM**

Launch Date:
2009-2010 School Year



:: Description of Program

Under the terms of the CUOE/GIA agreement, the following online programs and services will be available (*up to 150 Carnegie units*) to K–9, K–10, and senior academies with conference and CUOE approval:

1. Individual high school courses with teaching services
2. Individual high school courses without teaching services
3. High school diploma program (*for K–8 and junior academies, following appropriate approval process that includes application to NADOE for permission to operate a K–12 school*) with teaching services

:: Finances

CUOE has contracted with GIA directly. Participating schools will pay tuition to the Union through their local Conference; they will not pay tuition to GIA. Local schools will, however, be responsible for the cost of textbooks and materials.

:: Division of Responsibilities

GIA assumes primary responsibility for the following:

1. Curriculum development
2. Development and enforcement of admissions and academic policies
3. Appointment of faculty upon consultation with CUOE
4. Monitoring of student progress toward completion
5. Granting of grade reports, diplomas, and certificates upon completion of the program
6. Coordination of and maintenance of appropriate accreditation
7. Training of staff and faculty
8. Monitoring the overall quality of the program, faculty, and students
9. Informing the CUOE in a timely manner of any significant program issues, anomalies, and/or other matters that might impact the terms of this agreement.

The CUOE serves in close partnership with GIA as administrative and academic representatives to the populations served by the CUOE. The responsibilities of the CUOE are as follows:

1. Evaluating the educational needs of the Columbia Union community
2. Providing leadership in identification of eligible participants
3. Participating in reviewing and evaluating program effectiveness
4. Suggesting qualified faculty when additional faculty are needed
5. Determining the sources of funds for the programs and ensuring that all applicable fees are collected and paid to GIA
6. Assisting GIA in monitoring the overall quality of the program, the faculty, and services to the students
7. Ensuring, as advised by GIA, that adequate library holdings, specific to the courses offered, are available at the local schools.

The responsibilities of the local conference are as follows:

1. Identifying eligible participants
2. Participating in reviewing and evaluating program effectiveness

The responsibilities of the local school are as follows:

1. Identifying a program coordinator who would implement the program on campus, supervise students, and communicate with GIA
2. Providing adequate student access to technology (*high-speed Internet access, a reliable computer for each school*)
3. Communicating with parents and students on a regular basis so that they understand and support the program
4. Providing adequate classroom space for students
5. Providing access to library services.

:: Application Process

Interested schools need to submit a written request supported both by their local school board and their local conference to the Columbia Union Office of Education, in care of Dr. Ian Kelly, by July 1, 2009.

