



Consortium Guidelines

New Mexico Course Consortium (NMCC) is a growing state-led **provider** network of public districts and charters who serve as course providers to students across the state through a memorandum of understanding (MOU) with the student's district or charter of **residence**.

Understood Definitions:

Providing LEA: A PED authorized district or charter that is able to provide a high quality, standards- aligned online courses, accessible to students, regardless of their location throughout the state.

Providing LEAs are NMCC members.

Residing LEA: A PED authorized district or charter that is seeking high quality, standards-aligned courses through the NMCC to supplement local course offerings in hard to staff subject areas.

Please note the following Consortium Guidelines currently established. PED and NMCC members acknowledge that some guidelines may need additional refinement as this newly established consortium develops.

- No modifications can be made to the Consortium Course fees. Elementary-\$700 per student, per course, per year. Mid-School and High School-\$375 per student, per course, per semester. This fee is intended to cover costs such as administrative fees (e.g., help desk, registration, student data), e-curriculum, tech-support, etc. Courses are limited to four (4) per semester.
- Students are to remain enrolled in the Residing LEA.
- The Residing LEA will be responsible for providing the device and ensuring that the enrolled student has access to the internet.
- The consortium fee is waived for a dropped/no-show course enrollment. However, the Providing LEA will reserve the right to unenroll a student after 10 consistent days of inactivity.
- Providing LEA courses are taught by licensed New Mexico educators and aligned to state- adopted standards, where applicable.
- Family Educational Rights and Privacy Act FERPA guidelines are to be maintained by both the Providing and Residing LEA.
- Individualized Educational Plans (IEP's), 504, and English Learners (EL) accommodations are determined at the Residing LEA who will be required to communicate specific student needs to the Providing LEA.
- The Providing LEA will be responsible for providing students with online course accommodations (e.g. text to speech, extended time,) as communicated by the Residing LEA. The Residing LEA retains primary oversight of all legal plans.
- All summative federal, Every Student Succeeds Act (ESSA), required exams are to be administered in person at the Residing LEA.
- The Providing LEA, as a NMCC member, will have an onboarding course process with clear expectations for students and parents.
- The Residing LEA will provide all other general services and educational supports to students.
- The Providing LEA, as members of NMCC, will attend regularly scheduled consortium meetings facilitated by the PED.
- The Residing LEA is responsible for entering enrollment data, in their SIS, and corresponding stars reporting for all students they have enrolled in virtual course(s). In order to report the teacher, the Residing LEA can use the teacher code 888888888 (online teacher) in their STARS reporting. The process can be repeated for additional online courses. The Providing LEA will be responsible for making sure the online course is taught by a NM certified teacher and will provide that information to PED and the Residing LEA.
- Failure to comply with the Consortium Guidelines could result in loss of status as a Providing LEA,
- and information will be removed from the Map/Directory.