
VIRTUAL LEARNING PERIOD MEETING POLICY

Sage Oak Charter Schools (“SOCS” or the “Charter School”) adopt this Virtual Learning Period Meeting Policy to apply to all students enrolled in SOCS. SOCS believes it is in the best interest of the student to conduct learning period meetings in person. However, there is value in conducting meetings virtually to allow for unique circumstances, illness, extended educational trips, and other needs that require greater flexibility. Virtual meetings allow teachers and students to meet when in-person meetings are not able to take place.

General guidelines:

1. Virtual meeting dates and times must be mutually agreed upon by the teacher, student, and parent.
2. The student and parent/guardian listed on the master agreement must be present during the entire virtual meeting.
3. Virtual meetings should be scheduled according to the learning period meeting guideline of approximately one hour per student.
4. Teachers must review the entire body of work for the learning period and collect the appropriate documentation necessary to support it.
5. Virtual meetings are considered equivalent to in-person meetings, thus the *Attendance, Support, and Involuntary Removal Policy* applies.
6. Virtual meetings must follow all requirements of the student Acceptable Use Policy and Personnel Acceptable Use Policy.
7. Teachers and students must conduct themselves in an appropriate and professional manner complying with all Bullying, Harassment, Civility, and other conduct related school policies. Failure to do so may result in disciplinary action.

The virtual meeting option may be revoked if:

1. There is concern regarding student achievement and/or concern regarding parent/guardian or student attendance at school mandated meetings.
2. The student is issued a Progress Improvement Notification (PIN) for a missed meeting or lack of work.
3. Student or parent/guardian do not follow the general guidelines listed above.
4. It is found that a teacher is not conducting virtual meetings with the same level of excellence and with the same criteria as in-person meetings.