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## VIRTUAL LEARNING PERIOD MEETING POLICY

California Pacific Charter Schools (“CPCS” or “Charter School”) adopt this Virtual Learning Period Meeting Policy to apply to all students enrolled in the CPCS Independent Home Study Program. Students enrolled in the CPCS Online Program participate in weekly virtual homeroom meetings in place of learning period meetings.

CPCS believes the best way to assess student learning is through in-person meetings with the teacher facilitator, student, and parent/guardian whenever possible. However, virtual Learning Period Meetings may be allowed on a case-by-case basis with the approval of the Independent Home Study Coordinator or as dictated by school health and safety requirements.

In deciding if a virtual meeting should take place in lieu of an in-person meeting, the teacher facilitator will take into consideration current school health and safety requirements, the student age, type or work and amount of work being completed, additional discussion items that need to take place at the meeting, student and parent technological capabilities, and the personality of the student and parent. Virtual meetings must be mutually agreed upon, unless mandated by the school in line with health and safety requirements at that time.

The following criteria must be met before virtual meetings may be considered:

1. The Parent/Guardian and Student must follow all policies and procedures regarding school communication, including responding to emails and other school communication within the time frame outlined in the CPCS Handbook.
2. The Parent/Guardian requested a virtual meeting within 5 days of the learning period ending.
3. The student must show adequate progression through assigned curricula, as determined by the Teacher Facilitator and any support staff.
4. The student and/or parent/guardian must be able to effectively show the Teacher Facilitator a full body of work for the LP through electronic submission of samples, teleconferencing, and/or other means.
5. The student and parent/guardian must be free from any truancy or inadequate progress notifications for the school year in which the virtual meetings are requested.
6. The student must take all required school assessments.
7. If the student is receiving services for an IEP, the student must be able to receive all services listed in the IEP while in a virtual setting, unless health and safety guidelines do not allow face to face interactions.
8. Both the student and parent must be available to attend and fully participate in the virtual meeting.

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9. Students must be able to be on webcam to meaningfully engage with the Teacher Facilitator in a virtual setting for the length of the meeting.
10. Current health and safety guidelines from the school, county, and state do not permit face to face interactions.

\*Failure to meet or adhere to the criteria above, may result in the student being denied future virtual learning period meetings.

Once the Teacher Facilitator has determined that the family has met the above criteria they may contact the Independent Home Study Coordinator and request a virtual meeting option for the family along with an explanation of why the virtual meeting is appropriate. The Independent Home Study Coordinator will review and make the final decision on virtual meetings with the exception of virtual meetings required by school health and safety mandates.