

3A.06.02.007 Continuing Education Policy

Excelsior Academy realizes that under emergency situations students and their families may need to utilize a distance learning program, online learning program, and/or blended learning program for a defined period of time. EA will strive to provide a great deal of flexibility for its students in connection with their studies while expecting consistency in school work.

Attendance is a joint responsibility of parents and their children. School authorities have a responsibility to enforce attendance laws. Parents will be required to report any excused absences.

The school administration shall create procedures that designate a continuing enrollment measurement to track student attendance, continuing membership, or enrollment status for each student enrolled in a distance learning program, online learning program, and/or blended learning program.

Student attendance in a distance learning program, online learning program, and/or blended learning program is defined as active participation in the course. Students should log in to an online course and participate regularly each week. The continuing enrollment measurement may include some or all of the following components, in addition to other components, as determined by school administration:

- a. A minimum student login or teacher contact requirement;
- b. Required periodic contact with a licensed educator;
- c. A minimum hourly requirement, per day or per week, when students are engaged in coursework; or
- d. Required timelines for a student to provide or demonstrate completed assignments, coursework, or progress toward academic goals.

The school shall document each student's continued enrollment status in compliance with the continuing enrollment measures at least once every ten consecutive school days. The school shall appropriately adjust and update student membership records in the SIS for students who did not meet the continuing enrollment measures.