



Continuing Enrollment Policy

Policy Number: 3102

I. Purpose

The Board of Trustees of Summit Academy LEA and Summit Academy High School LEA adopt this policy to apply in the event the LEA implements a distance learning program, online learning program, and/or blended learning program for the 2020-2021 and/or 2021-2022 school year. The Board is adopting this policy to help the LEA provide a quality education to all of its students in the wake of the COVID-19 pandemic.

II. Policy

The LEA shall not implement a distance learning program, online learning program, and/or blended learning program unless and until it receives approval from the Utah State Charter School Board to do so. If the LEA elect to implement any such program, the LEA shall follow all applicable laws related to the program, including Utah Administrative Code Rules R277-419.

Consistent with R277-419, the LEA Director shall establish administrative procedures that designate a continuing enrollment measurement to document the continuing membership or enrollment status for each student that is enrolled in a distance learning program, online learning program, and/or blended learning program at the LEA. The continuing enrollment measurement established by the Director may include some or all of the following components, in addition to other components, as determined by the Director:

- 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
- D. Required timelines for student to provide or demonstrate completed assignments, coursework, or progress toward academic goals

With respect to students that are enrolled in a distance learning program, online learning program, and/or blended learning program at the LEA, the LEA shall document each participating student's enrollment status in compliance with this policy and the Director's administrative procedures at least once every ten consecutive school days. The LEA shall also appropriately adjust and update student enrollment records in the LEA student information system for participating students that did not meet the continuing enrollment measurement.

III. References

Utah Administrative Code Rules R277-419

IV. Attachments

N/A



V. Revision History and Approval Date

Version 1: July 16, 2020: Original date of approval