



Virtual Preparatory Academy of Oklahoma Attendance and Re-Enrollment Policy

Attendance Policy

As a statewide virtual school, the Virtual Preparatory Academy of Oklahoma is required to monitor student progress and attendance. The responsibility of compliance with attendance belongs to the parents, but the VPREP of OK will maintain accurate attendance records. Okla. Stat. tit. 70, § 3-145.8

Students are considered in attendance by meeting the following criteria:

- completes instructional activities on no less than ninety percent (90%) of the days within the quarter,
- is on pace for on-time completion of the course as defined by the governing board of the virtual charter school, or
- completes no less than seventy-two instructional activities within the quarter of the academic year.

"Instructional activities" shall include instructional meetings with a teacher, completed assignments that are used to record a grade for a student that is factored into the student's grade for the semester during which the assignment is completed, testing and school-sanctioned field trips, and orientation.

For a student who does not meet any of the criteria set forth above in this policy, the amount of attendance recorded shall be the greater of:

- The number of school days during which the student completed the instructional activities during the quarter;
- The number of school days proportional to the percentage of the course that has been completed; or
- The number of school days proportional to the percentage of the required minimum number of completed instructional activities during the quarter.

Any student who is behind pace and does not complete an instructional activity for a fifteen-day period shall be withdrawn for truancy. The virtual charter school shall submit a notification to the parent or legal guardian of a student who has been withdrawn for truancy or is approaching truancy.

A student who is reported for truancy two times in the same school year shall be withdrawn and prohibited from enrolling in a virtual charter school for the remainder of the school year.

Re-Enrollment Eligibility

A student who was reported for truancy two times in the same school year and was withdrawn for truancy may be eligible for re-enrollment in subsequent years on a probationary basis.

- If a student who has been withdrawn for truancy twice in a previous year requests re-enrollment for the upcoming school year, the student may be enrolled on a probationary basis.
- Enrollment Probation is defined as any student who has previously been enrolled with the Virtual Prep Academy and has been withdrawn twice in the same year for truancy.
- A student who is on Enrollment Probation must meet the attendance criteria set forth in Okla. Stat. tit. 70,

§ 3-145.8 listed above in order to remain enrolled for the second semester of school.

The **Board of Education** directs the Head of School to:

- Provide adequate notice to parents/guardians of students placed on Enrollment Probation regarding the potential withdraw due to truancy; and
- Maintain support and documentation of all attempts to re-engage student and family in meeting attendance requirements.

VPREP of OK will notify the student's resident district for students withdrawn from the Virtual Preparatory Academy of Oklahoma for truancy.