LDC i3 Project: Policies for Late or Rescheduled PLC Meetings

Late PLC Policy

If the PLC does not join the Zoom virtual meeting within 20 minutes of the scheduled start time, the LDC Coach reserves the right to end the meeting and convert that time to prep work.

LDC i3 PLC Rescheduling Policy

The school must inform the LDC Coach that they need to change the PLC day/time at least one week (or more) prior to the scheduled date.

If a school cancels or asks to change the date within one week of the scheduled date and the coach cannot accommodate the change, the school will lose that coaching time.

LDC i3 School Dismissal Policy

LDC reserves the right to dismiss a school if:

- LDC has not been able to establish a concrete work time and work plan with the school
- The PLC has not met regularly—at a minimum of one hour every other week
- The teachers have not engaged in any instructional design work (i.e. no course progress, no modules copied, no LDC CoreTools activity).