

## Attendance Expectations: Effective Monday, October 12, 2020

Now that district devices have been distributed for remote students, all students should have the materials they need to participate in class. We wanted to take this opportunity to review and clarify remote learning/attendance expectations.

*Students are required to attend at least 90% of the days a course is offered (with some exceptions) to receive credit and be promoted.*

*Remote attendance will count in the same manner as on-campus attendance in satisfying this requirement. The same process and requirements for documentation of absences remain in effect.*

Whether your child is a remote or on-campus learner, daily attendance in school is a requirement and serves as a strong indicator of future success. It is important to ensure your child's daily participation in each class.

### Expectations:

- All remote students are expected to attend synchronous (live) class sessions daily and demonstrate progress in assigned activities through Canvas or Seesaw.
- Students in grades PK-6 will be marked present daily when they are engaged in synchronous online instruction based on student's daily schedule.
- Students in grades 7-12 will be marked present daily when they are engaged in synchronous online instruction as indicated on the student's schedule. Teachers will continue to mark attendance during each synchronous class period to count toward course credit.
- For asynchronous classes, students will have until 11:59PM each day to submit any coursework.

Attendance Type	Teacher	Student
On-Campus	Follows required campus attendance procedures	Student must be physically present at school for each class.
Remote - Synchronous	Teachers will take attendance daily /class period during live instruction	Student must log in at the beginning of each class period, be visible, and remain logged in until dismissed by the teacher.
Remote - Asynchronous	Teachers will take attendance based on student daily engagement measures	Student will earn attendance through engagement as noted in daily progress in the Learning Management System (Canvas, SeeSaw), daily progress via teacher-student interaction or completion/submission of assignments.

### Frequently Asked Questions:

- If my student has a required synchronous class or time to log into TEAMS will they be counted absent if they do not attend at that specific time even if they complete the assignment by 11:59PM that same day?  
Yes, teachers will have specific synchronous times (class schedule) for students to attend daily. If a student does not attend the required synchronous time, the student will be marked **absent** for that day or class period. Per the remote learning commitment form, parents have agreed to the following commitment: *I understand my student must participate **daily** in all required coursework and remote lessons during normal school hours.*
- If my student is an on-campus learner and is absent from a class or school day, can he/she be counted present if they complete the assignment by 11:59 PM?  
*No, the student will be counted **absent**. If a student is an on-campus learner, they are required to be on-campus and present during their class period/school day.*