

## Policy 5.5-E: STUDENT ATTENDANCE

### PURPOSE:

**TO ADHERE TO FLORIDA DEPARTMENT OF EDUCATION (FDEO) EXECUTIVE ORDER NO. 2020-EO-06, WHICH STATES: 1) STRICT ADHERENCE TO SECTIONS 1003.02 AND 101160(2), F.S., REQUIRING SCHOOL DISTRICTS TO OPERATE FOR A MINIMUM OF 180 DAYS OR AN HOURLY EQUIVALENT IS WAIVED TO THE EXTENT NECESSARY TO GIVE EFFECT TO THE ORDER, CONSISTENT WITH AN APPROVED REOPENING PLAN; AND, 2) STUDENTS RECEIVING INSTRUCTION THROUGH TRADITIONAL AS WELL AS INNOVATIVE LEARNING ENVIRONMENTS WILL BE RECORDED FOR THE OCTOBER FTE SURVEY.**

**SECTIONS 1011.61(1)(A) AND 1003.23(1), F.S., AND RULES 6A-1.0451 AND 6A-1.0014, FLORIDA ADMINISTRATIVE CODE, ARE WAIVED TO PROVIDE SCHOOL DISTRICTS WITH ADDITIONAL FLEXIBILITY IN RECORDING AND REPORTING STUDENT ATTENDANCE AND INSTRUCTIONAL HOURS, BASED ON GUIDANCE FROM THE FDOE CONSISTENT WITH THIS ORDER**

**I. ATTENDANCE:** During the ninety (90) calendar day period subsequent to its approval of this emergency rule, The School Board authorizes the Superintendent to operate instruction through distance learning, when necessary, based on current environmental conditions related to the COVID-19 Pandemic.

#### **A. Recording student attendance during distance learning:**

1. Teachers will record student attendance in Pinnacle. Attendance will be based on the student's presence in the digital classroom.
2. **Students will be counted in attendance** in the learning environment during their scheduled class time. Teachers should be flexible and consider any extenuating circumstances of individual students and may consider other evidence of attendance in these individual cases.
3. **Students will be counted as absent** when no evidence of the student's online presence can be observed by the teacher during their scheduled class time.

#### **B. Excusing an absence:**

1. **Parent Responsibility:** Parents will be notified within 48 hours of a reported absence via a robocall. It is the parent's responsibility to communicate a reason for absence by phone or through the online form available on the school's website (Contact > Report an Absence) or in the BCPS Mobile App (Directory icon).
2. **School Responsibility:** The attendance clerk, designated by the principal, is responsible for monitoring and updating excused absences reported to the school's attendance hotline and the online forms submitted by parents from the school's website.

#### **C. COVID-19/Communicable Disease as Excused Absence:**

Students who are participating in any model of instructional delivery (100% brick-and-mortar, 100% eLearning, or a hybrid schedule) and have, or are suspected of having, a communicable disease should not attend school in-person until they no longer present a public health hazard (F.S. s. 1003.2(3)). Students suspected of having COVID-19 or are quarantined due to a possible exposure to COVID-19, who are not experiencing a health-related barrier to participation are encouraged to engage in eLearning if it does not impede the child's health. Parents of students who are unable to connect online or attend school in person due to having, or suspicion of having, COVID-19 should report the absence to the child's school to be excused. Suspicion of COVID-19 should be based on CDC Guidelines that include emergency warning signs: trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face. The CDC website "*What to Do If You Are Sick*" includes recommendations for isolation, medical care, monitoring symptoms, and strategies to help prevent the continued spread of the disease.

- D. Substitute Teacher:** When a teacher is not available to perform their duties, the principal (or their designee) will assign a staff member to provide the continuity of instructional duties each day the teacher is not available, which includes recoding student attendance.

SPECIFIC AUTHORITY: Florida Department of Education Executive Order No. 2020-EO-06.

LAW IMPLEMENTED: Sections 1003.02; 1011.60(2); 1011.61(1)(a) and 1003.23(1), F.S., and Rules 6A-1.0451 and 6A-1.0014, Florida Administrative Code.

Policy Adopted: **Insert Date**