

Policy 5.5-E: STUDENT ATTENDANCE

PURPOSE:

TO ADHERE TO FLORIDA DEPARTMENT OF EDUCATION (FDOE) EXECUTIVE ORDER NO. 2020-EO-06, WHICH STATES: 1) STRICT ADHERENCE TO SECTIONS 1003.02 AND 1011.60(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 monitor and record student **connectivity** as a proxy for student attendance when face-to-face teaching is not possible. Connectivity requires students to have both internet access and proper equipment to participate in distance learning.
 2. **Students will be counted in attendance** based on **connectivity** to the learning environment. Examples of evidence for daily student connectivity include, but are not limited to:
 - a. submission of a daily student check-in within their Canvas course(s);
 - b. participation in synchronous learning (Microsoft Teams Meeting or other approved videoconferencing technology);
 - c. participation in a discussion board;
 - d. submission of a quiz or assignment; and/or,
 - e. direct communication with the teacher by email or phone.
 3. **Students will be counted as absent** when no evidence of the student's online presence can be observed through methods listed above.
 - a. Excusing an Absence:
 - i. 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).

ii. 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.

4. **COVID-19/Communicable Disease as Excused Absence:** Students who are participating in any model of instructional delivery (100% brick-and-mortar, 100% distance learning, 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. 1003.22(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 e-Learning (distance learning) 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.

- B. **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 recording 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**

Policy 5.8-E: CODE OF STUDENT CONDUCT

PURPOSE:

SCHOOLS ARE NOT JUST THE SITE OF ACADEMIC LEARNING; SCHOOLS PROVIDE MANY SERVICES TO STUDENTS THAT ARE CRITICAL TO THE WELL-BEING OF STUDENTS AND FAMILIES, SUCH AS NUTRITION, SOCIALIZATION, COUNSELING, AND EXTRA-CURRICULAR ACTIVITIES AND SCHOOL OPENINGS MUST BE CONSISTENT WITH SAFETY PRECAUTIONS AS DEFINED BY THE FLORIDA DEPARTMENT OF HEALTH, LOCAL HEALTH OFFICIALS AND SUPPORTIVE OF FLORIDIANS, YOUNG AND ADULT, WITH UNDERLYING CONDITIONS THAT MAKE THEM MEDICALLY VULNERABLE.

INTRODUCTION: 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.

It is the intent of this policy to establish and maintain safe health conditions and practices in all school environments, District-wide. Factors such as age, grade level, socio-economic status, social-emotional, developmental and intellectual levels, ability and/or disability, and overall student rights and responsibilities will be considered. However, students shall be issued disciplinary consequences for actions determined to be intentional, insubordinate, defiant and not accidental or incidental, or when redirection and interventions have been disregarded.

DRESS CODE RESPONSIBILITIES:

Students have a responsibility to dress neatly and appropriately, to be clean and well groomed, whether on campus, participating in a school-sponsored activity, or in the e-learning environment.

A student's appearance on screen during e-learning instruction must conform to the dress code.

All students are expected to honor their responsibilities and dress in a way that respects the rights of others. Failure to adhere to District's Face Covering policy should be considered only for intentional actions on the part of a student, and not accidental, incidental, or those which are related to a student's disability.

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.

Policy Adopted: **Insert Date**

0000-E **FACE COVERINGS**

PURPOSE:

ONE OF THE SCHOOL BOARD'S HIGHEST PRIORITY IS TO ENSURE THE HEALTH AND SAFETY OF ITS COMMUNITY INCLUDING EMPLOYEES. STUDENTS AND THE PUBLIC. THE CENTER FOR DISEASE CONTROL (CDC) ADVICES THAT PEOPLE WHO ARE INFECTED BUT SYMPTOMATIC OR PRE-SYMPTOMATIC PLAY AN IMPORTANT PART OF COMMUNITY SPREAD. THE USE OF FACE COVERING BY EVERYONE CAN LIMIT RELEASE IF INFECTED DROPLETS WHEN TALKING, COUGHING, AND/OR SNEEZING, AS WELL AS REINFORCE PHYSICAL DISTANCING.

I. RULES:

A. Subject to the exceptions set forth below, each student, employee, visitor, vendor or other person are required to wear a face covering at all times while at or inside a school/facility, but or other vehicle owned, leased or operated by The School Board.

1. EXCEPTIONS. A face covering will not be required in the following instances:

- a. Infants:** A face covering shall not be required for persons younger than two (2) years of age;
- b. Medical Certification:** A face covering shall not be required for persons who present school officials with a certification from a health care provider that the person has a medical, physical or psychological contraindication that prevents the person from being able to safely wear a face covering;
- c. Students with Supervisor's Approval:** A face covering shall not be required for a student if the school district official supervising the activity the student is engaged in authorizes the student to remove her/his face covering during that activity provided that the student maintains social distancing (six (6) feet minimum) from other persons when not wearing a face covering;
- d. Employees with Supervisor's Approval:** A face covering shall not be required for an employee provided that (a) the employee maintains social distancing (six (6) feet minimum) from other persons when not wearing a face covering or (b) the school district official supervising the employee authorizes the employee to remove her/his face covering; or wearing a face covering would create a safety risk to person as determined by local, state, or federal regulators or workplace safety guidelines.
- e. Outdoors with Social Distancing:** A face covering shall not be required for persons outside of any school district building or vehicle provided that such person maintains social distancing (six (6) feet minimum distance) from other persons. However, face coverings shall be worn during change of classes even if it involves use of outside areas;

- f. **Regularly Scheduled Mealtimes:** A face covering shall not be required for any person inside or outside a school district facility while such person is eating during a planned mealtime;
- g. **Strenuous Physical Activity:** A face covering shall not be required for any person inside or outside of any school district facility school district building while such person is engaged in strenuous physical activity;
- h. **Musical & Theatrical Performances:** A face covering will not be required for any student, employee or guest while playing a musical instrument or performing or rehearsing a choral or theatrical performance. This exception shall not apply to the singing of the National Anthem, school alma maters, or other songs performed by students not engaged in a planned choral class;
- i. **During Receipt of Health Care:** A face covering shall not be required for any person inside or outside of any school district facility school district building when removal of the face covering is necessary for such person to receive health care or to undergo a health care examination from authorized health care personnel; or
- j. **Exigent Circumstances:** A face covering will not be required if a person is experiencing acute trouble breathing, is unconscious or incapacitated, or is personally unable to remove the mask without assistance.

2. **FACE COVERING TYPES (Students, Vendors and Visitors).** All students, visitors and vendors must supply and wear their own face coverings while at or inside a school district campus/facility or inside a school district vehicle. The following face covering types are approved for compliance with this policy by persons other than school district employees:

- a. **Commercially Produced Masks:** Commercially produced surgical masks or respirators are acceptable for compliance with this policy, but are not mandated.
- b. **Cloth Face Coverings:** Cloth face coverings are acceptable for compliance with this policy provided that the face covering covers both the nose and mouth of the person and fits snugly against the sides of the person's face with no gaps. The U.S. Center for Disease Control has issued instructions on how to make a cloth face covering at:
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-make-cloth-face-covering.html>

3. **FACE COVERING TYPES (Employees).** All school district employees must wear face coverings while in a school district campus/facility or inside a school district vehicle. The School District will have face coverings available at all district facilities.

4. **LIMITED FACE SHIELD USE.** Face shields are less effective than cloth face coverings and may not be used by persons to comply with this policy except under the following limited circumstances:

- a. **Medical Certification:** A face shield may be worn in lieu of other approved face coverings by persons who present school officials with a certification from a health care provider that the person has a medical, physical or psychological contraindication that prevents the person from being able to safely wear an approved face covering; or
- b. **Instruction:** Face shields may be used by school district employees in situations where it is important for students to see how the instructor pronounces words (e.g., English Learners, early childhood instruction, speech therapy, foreign language, etc.).
- c. **In Addition:** Employees may use a face shields in addition to a face covering. Students may use a face shield when it is determined by health care provider that is more appropriate than using a face covering.

B. ENFORCEMENT

- 1. **No** student or employee shall wear a face covering that has markings that are suggestive, revealing, indecent¹, associated with gangs or cults, encourage the use of drugs, alcohol, or violence, or support discrimination on the basis of age, color, ethnicity, gender, gender identity, gender expression, linguistic differences, martial status, national origin, race, religion, socioeconomic background, sexual, orientation, physical appearance, or any other basis.
- 2. **EMPLOYEES:** All employees are expected to comply with the face covering requirements above for the health and safety of themselves, their colleagues, and others. Employees who do not comply should be reminded of the policy. If they refuse to comply, after being reminded the employee may be disciplined according to their respective Collective Bargaining Agreement or other School Board Policies to insubordination.
- 3. **STUDENTS:** All students are expected to follow face covering requirements while in school or school sponsor activities/events for the health and safety of themselves, school staff, and others. Students who do not comply should be reminded of the policy. If a student refuses to comply, discipline will be in according to the Code of Student Conduct.
- 4. Members of the public and visitors should be politely reminded that face coverings are required while at or inside a District school/facility. A visitor will not be admitted to a District school/facility without a face covering.

SPECIFIC AUTHORITY: Section 1001.41(1), (2) and (3), Florida Statutes.

¹ Indecent, suggestive, and revealing refer to exposure of private body parts and/or pictures or words with a sexual connotation.

LAW IMPLEMENTED: Sections 1001.42(4) and (8), 1003.31, 1012.23 and 1012.27(1) and (7), Florida Statutes.

Policy Adopted: **Insert Date**

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