

September 25, 2020

Good afternoon,

In this week's update, we wanted to share information about attendance procedures and how we are working to streamline communication to support our families.

Attendance:

Beginning Monday, September 28, TSA's will begin reporting attendance for your child. Students will be assessed for attendance reporting using the criteria below.

Lincoln Learning Attendance Scale				
Number of Courses on Track	Weekly Attendance Reporting	OR	Active Hours in Program	Weekly Attendance Reporting
3 or more Courses	Full Attendance		15 or more	Full Attendance
1-2 Courses	50% Absent		5-14.99	50% Absent
0 Courses	100 % Absent		0-4.99	100 % Absent

"On Track" is defined in Lincoln Learning by the "Pace" light. If the student's "Pace" light is **Green**, they are "on track" in that course. **Yellow** or **Red** "Pace" light means the student is off track. On "Pace" data will be pulled on Monday mornings at 7:30am, which will be used to determine the prior week's attendance.

Notes: The courses tied to weekly attendance are the core required classes: Math, Science, Social Studies, Language Arts. Weekly attendance based on hours will be adjusted when school is not in session 5 days in a week.

Each Monday, TSA's will assess your child's attendance using the 2 criteria above and report your child's attendance to the building office staff in charge of attendance. The highest possible attendance outcome will be reported. "Active Hours in the Program" is based on a 7 day period of time (Monday through Sunday). Attendance procedures for reporting absences are the same as they have been in the past. Parents are encouraged to communicate with building attendance staff in the event their child is out sick and is not able to keep on pace or meet the minimum hour requirement. The district's attendance policy 5200 is still in effect for online students, therefore, students are expected to meet the minimum requirements. Doctor and parent notes, as defined in our attendance policy, are still accepted for online students. Building attendance staff and/or TSA's can help answer questions you might have about your child's attendance.

Communication

Last week, Mr. Otten and Dr. Fiori met with a few parents of virtual students to discuss ways to effectively communicate with families of virtual students. This was a great meeting and we were very appreciative of the feedback and possible solutions generated. To streamline the process of finding current or previously sent information, we are creating an Online Learning Hub that will be accessible to families on the district website. This Online Learning Hub will include links to all information sent out to families since the start of online learning. The goal is to provide one location to easily access all information. We hope to share this with families next week.

Have a great weekend.

BCS Curriculum Department