

## **TEMPORARY ATTENDANCE PROCEDURES**

### **Page 1 of 2**

To address the impacts of the COVID-19 pandemic and the mandates to educate children, the Board of Education implements the following temporary attendance protocols for the 2021-2022 school year.

During the 2021-2022 school year, APS expects it may be required to utilize a combination of in-person, hybrid, and remote modalities to respond to the health and safety needs of our community and maintain support for student learning. The educational process in this environment will respond to the changing health-related needs of our community and will be differentiated to support the needs of students at various grade levels. To address the unique needs of the APS student population, the remote and hybrid learning will integrate a variety of technologies as well as synchronous and asynchronous approaches to connect students with educational content. Delivery of instruction occurs uniquely at different grade levels given the unique needs of students at each grade level. Remote learning offers flexibility regarding when and where students complete coursework. With that said, students will continue to be held accountable for participation in their coursework and maintaining satisfactory attendance in all modalities utilized within APS.

### **STUDENT ATTENDANCE COLLECTION**

#### **In Person**

For in-person instruction, teachers will continue to post attendance in accordance with the APS attendance policy and procedures as set forth in Policy JE.

#### **Remote Learning**

In online formats, teachers will actively review student participation and post attendance based on the following student activities:

- Student logs into educational platforms utilized by APS, verified and posted by the teacher
- Attendance or viewing of online meetings (including but not limited to Zoom or Google meetings)
- Completion of lessons, submission of assignments, and/or grading of student content
- Participation in Google Classroom activities
- Online assessments accessed through student accounts
- Communicating directly with a teacher within an approved system or application

#### **Educational Process:**

**TEMPORARY ATTENDANCE PROCEDURES**

**Page 2 of 2**

Attendance for students will be monitored on a daily basis. In the remote setting, data will be collected to report student logins into the various educational systems utilized by the district. Additionally, the submission and grading of coursework, assessments, and assignments will be used to report participation for attendance purposes. Student attendance will be reported daily based on student activity. The district will adhere to the state's required instructional hours which will be confirmed through the collection of data and reporting the student attendance activities previously noted.

LEGAL REFS.: C.R.S. 22-33-104(4) (*requiring districts to have provisions for excused absences under compulsory school attendance law*)  
C.R.S. 22-33-107 (3)(b)(1.5) (*requiring districts to establish attendance monitoring procedures for enrolled students*)  
Addendum to the 2020 Student October Count Audit Resource Guide

CROSS REFS.: IC/ICA, School Year/School Calendar  
JE, Student Attendance  
JFC, Student Withdrawal from School/Drop-outs  
JHB, Truancy  
JK.1, Student Discipline – Discipline Conduct and Discipline Code  
JKD/JKE, Suspension/Expulsion of Students  
JLIB, Student Dismissal Precautions

## **TEMPORARY ATTENDANCE PROCEDURE**

### **Page 1 of 2**

In furtherance of the District's commitment to provide educational options to address during the 2021-2022 school year as referenced in Policy JEA the District adopts the following:

#### **Educational Process**

The District defines "actively engaged in the educational process" as time when students are working toward achieving educational objectives under the supervision of a licensed teacher, including:

- classroom instruction time
- individual student work time while at school, including study hall and library research
- school-related field trips
- independent study insofar as such study is allowed under district policy
- assemblies
- Student logs into educational platforms utilized by APS, verified and posted by the teacher
- Attendance or viewing of online meetings
- Completion of lessons, submission of assignments, and/or grading of student content
- Participation in Google Classroom activities
- Online assessments accessed through student accounts
- Communicating directly with a teacher within an approved system or application

#### **Delivery of Instruction During Remote Learning**

The district will ensure that all students who are participating in remote learning will receive equitable instruction and services. Further, the district will ensure that, within the constraints of COVID-19, equitable and appropriate instruction will continue to be offered to those students requiring accommodations. Delivery of instruction during remote learning will include the following:

- Students engaging in remote learning will receive instruction through a combination of synchronous and asynchronous learning activities that demonstrate that a student is engaged in the educational process.
- Asynchronous learning activities may include independent teacher, directed activities such as project-based learning, independent practice, reviewing curated or teacher-developed instructional videos and demonstrating or applying learning to supporting activities;

**TEMPORARY ATTENDANCE PROCEDURE**

**Page 2 of 2**

independent work through accredited curriculum and remediation; completion of online lessons focused on specific, standards aligned skill development; and/or completion of work, quiz or test aligned to grade level standards and district adopted curriculum.

- Synchronous learning activities include live-streaming classes that are occurring in person and/or using a virtual platform to engage in direct instruction, class discussions; small-group instruction, peer-to-peer activities, and one-on-one instruction.