



## **STUDENT ENGAGEMENT AND ATTENDANCE POLICY FOR VIRTUAL LIVESTREAM LEARNING**

Due to the COVID-19 concerns and risks posed to the members of the community with vulnerable health conditions, the Griffith Public Schools shall permit parents/guardians to elect to have their child to participate an alternative in-person instruction for the 2020-2021 school year. Griffith Public Schools has elected to offer a full-time Virtual Livestream Learning option for the 2020-2021 school year to meet the needs of families that are unable or unwilling to send their children to school for in-person instruction due to COVID-19 related concerns, and for students who are unable to participate in in-person instruction at school.

Virtual livestream learning may also be used as a placement option pursuant to Section 504 of the Rehabilitation Act of 1973, the IDEA and/or pursuant to a statement from the child's physician warranting the need alternative instruction due to an underlying health condition consistent with federal, state laws and board policy and procedure. Such placement options are also available as a temporary alternatives to in-person instruction due to a period of absence related to temporary health concerns and/or requests to quarantine.

Griffith Public Schools may recommend full-time virtual livestream learning option for students to ensure continuous learning for individual students when in-person instruction presents a health and/or safety risk.

This learning option is being offered on a temporary basis due to the current public health emergency. The District retains the right to discontinue this program in its sole discretion upon at least one-week notice to participating families. Additionally, this option may not be the right fit for some students and the District retains the right to require a student to return to in-person instruction, as more specifically explained below.

A parent may elect to withdraw the student from the virtual livestream learning at the conclusion of the semester, with at least one week notice to the School of intent to return the student to in-person instruction at school. However, a student who is experiencing COVID-19 symptoms, has recently tested positive for COVID-19, or who has recently been exposed to coronavirus may be temporarily prohibited from returning to in-person instruction at school, in consultation with the local health department, the student's health care provider, and/or any then-existing Centers for Disease Control (CDC) and/or Indiana State Department of Health (ISDH) guidelines.

### **Student/Parent Expectations and Responsibilities:**

Student participation in the virtual livestream learning program will require a substantial amount of parent engagement and involvement. The District is committed to provide parents and students with resources to support parent engagement, but it is the parents' responsibility to actively monitor, engage, and encourage their student in the learning process. Parents electing to have their child participate in the virtual livestream learning program will be asked to provide written consent to acknowledge the conditions for participation.

Parents electing to have their child participate in the virtual/remote learning program must provide assurances to Griffith Public Schools of reliable technology and reliable access to virtual livestream learning. As a condition of participation in the Griffith Public Schools virtual livestream learning, parents and student must agree to not record sessions without written permission from the principal of school.

The student should be provided with a quiet place to complete his/her school work. Parents should encourage their student to complete school work every day; students are expected to complete school work every day. The student should be encouraged to maintain a regular school day schedule, including adequate sleep at night and regular physical activity during the day. Parents are encouraged to monitor assignments and progress to ensure their student stays on task, and on track.

Opportunities will be provided for students to seek additional instructional support, including asking questions from teachers and obtaining additional resources to supplement lessons. Students and parents are encouraged to utilize these resources.

Student progress will be reported to parents through conferences, phone calls, emails, written reports, test results, and/or grades. Parents are encouraged to contact teachers and administrators as needed with questions, concerns, or to request a conference regarding their student. Parents are expected to meet virtually with teachers as needed throughout the school year, as deemed necessary by the teacher or parent.

#### Attendance:

Students must maintain regular attendance, the same as if s/he was attending school in-person. Attendance for virtual livestream learning is defined as virtual/remote presence during the regular school hours on a day in which virtual livestream instruction is being offered, which means logging-in to the virtual livestream learning for each class period/subject, completing, and submitting required assignments on-time. Parents must call-in to report absences the same as if the student was attending school in-person. Absences should be reported to the school's main office within 30 minutes of the school's start time. Attendance will be recorded daily.

A person who knowingly or intentionally deprives a dependent of education commits a violation under Indiana Code § 35-46-1-4, neglect of a dependent, and may be subject to criminal prosecution.

A student will be considered chronically absent if s/he has been absent for ten percent (10%) or more of the school year from any reason. A student will be considered habitually truant if s/he has been absent ten (10) or more days within the school year without being excused or without being absent under a parental request that has been filed with the school.

In addition to other actions required by law or the school's general attendance policy, a student who does not maintain regular attendance (chronically absent or habitually truant, or as otherwise deemed excessive in the sole discretion of the School) may be withdrawn from the virtual livestream learning program and required to return to in-person instruction at school at the sole discretion of the School. Notice of the School's intent to withdraw a student from the virtual livestream learning program will be provided to parents at least one week in advance. Before withdrawal is finalized, the parents will have an opportunity to demonstrate that failure to

participate was due to an event that qualifies as an excused absence under the School's absence policy (Policy 5220) or otherwise provide information supporting the student remaining in the virtual livestream program. A student who is withdrawn from the virtual livestream learning program will not be permitted to return to the virtual livestream learning program during the 2020-2021 school year, except that if the student is experiencing COVID-19 symptoms, has recently tested positive for COVID-19, or has recently been exposed to coronavirus may be temporarily permitted to return to the virtual livestream learning program, in consultation with the local health department, the student's health care provider, and/or any then-existing Centers for Disease Control (CDC) and/or Indiana State Department of Health (ISDH) guidelines.

#### Administrative Withdrawal:

A student may also be withdrawn from the virtual or remote learning program and required to return to in-person instruction at school if the student fails to make adequate academic progress and/or to ensure sufficient engagement in virtual or remote learning program as determined by the sole discretion of the School. The School recognizes that the virtual livestream format may not be an appropriate learning environment for every student. The School will work with the parents to the extent possible to allow the student to remain in the virtual livestream learning program if that is the parents' desire, but circumstances may arise wherein that is no longer in the best educational interest of the student and a change in placement may become necessary.

#### School Provided Meals:

Griffith Public Schools will continue to provide breakfast and lunch at each campus. Food will be distributed once a week at each site from 9:00-10:00 a.m. The student must accompany the parent and/or provide the student's district issued id card in order to receive meals. The distribution will consist of five breakfasts and five lunches. It is the responsibility of the parent to complete and application for the free/reduced lunch program ([family.titank12.com](http://family.titank12.com)). Payments for reduced or full pay meals will be accepted online or in person in the school's office. Staff will not be able to provide any change for cash payments; it will however be applied the student's lunch account.

#### Special Education:

Students with disabilities are subject to some different and additional procedures in relation to program participation and change in placement. All applicable law pertaining to special education students will be followed the same as if the student was attending in-person instruction at school. This includes, but is not limited to:

- Parent will be provided with written notice of a case conference committee (CCC) meeting to be convened for the purpose of changing the educational placement and (when appropriate) conducting a manifestation determination, prior to withdrawing the student from the virtual livestream program for failure to maintain adequate attendance or any other reason. An opportunity for parental participation in the CCC meeting will be provided by scheduling the CCC meeting at a mutually agreed upon date, time, and place and by providing an opportunity for the parent to participate by other means if the parent cannot attend in person. The CCC meeting will be conducted without a parent in attendance if the parent chooses not to participate in person or by other means. The School will keep records

of the School's attempts to arrange a mutually agreed upon date, time, and place for the CCC;

- The student's IEP will be revised to specifically detail the student's record of nonparticipation as a basis to consider a change of educational placement, the provision of notice, the opportunity to be heard, a summary of the two-prong manifestation determination analysis; a description of the services to be provided if the student is not enrolling elsewhere; and information related to the student enrolling elsewhere, if applicable.

Questions regarding the School's virtual livestream learning program should be directed to the superintendent and/or building level principals via email.