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POLSD Comprehensive Distance Learning (CDL) Attendance Policy

The state of Oregon and the Oregon Department of Education require all schools, no matter the mode of instruction, to continue to monitor attendance each school day offered to students. As per **ORS 366.010** and **187.010**, school days are considered days in which licensed or registered teachers are available to students. School days cannot be holidays or weekends, which means attendance cannot be taken on those days.

Until further notice, school days for students enrolled in Port Orford – Langlois School District will be Mondays – Thursdays, less holidays, grade and prep days, and professional development days. Please see student calendar for scheduled school days.

Students will be considered present in class for any school day or period based on the following criteria:

1. Participation in a video class.
2. Communication from student to teacher via chat or email.
3. Phone call with teacher or instructional assistants and the student. For younger students in grades K - 2, a phone call with the parent or guardian of the student.
4. Posted completed coursework as assigned by the teacher to Edgenuity (K – 6) or Google Classroom (7 – 12).
5. Turning in completed coursework via email.

When there is no evidence of student interaction during a 24 – hour period surrounding a scheduled school day as described, students will be reported as absent.

A phone call home will be made the day after an absence to confirm parent/guardian knowledge of student absence.

For grades K – 6, attendance will be taken once per day. For grades 7 – 12, attendance will be taken for each scheduled class period for the school day.

While POLSD highly encourages students to participate in live video classes each day, we recognize that there may be conflicts in schedules. If a student cannot participate in a live video class, it is expected that they still continue to work on their class and show participation through completed work and/or communication with school staff every school day.

POLSD is **requiring** students to make at minimum **two (2)** live communications with their assigned teacher(s) each week. A live communication can be, but is not limited to, attending a video class, a phone call, a Google Meet session, or attendance to teacher office hours.

A schedule will be posted when live video classes will happen and when teacher office hours will occur. Teachers can be contacted for communication during their office hours.