

Virtual Charter School Attendance Plan Guidance

State-authorized virtual charter schools are required to enforce student attendance and address cases of student truancy and unexcused absences according to **Bulletin 126 §3709. Virtual Charter School Attendance**. This attendance policy must be submitted annually to the department for approval to ensure compliance with applicable laws and regulations.

- A. State-authorized virtual charter schools are required to enforce student attendance and address cases of student truancy and unexcused absences.
- B. Virtual charter school operators **must annually submit attendance policies** to the department for approval to ensure compliance with applicable laws and regulations. The state superintendent will set forth the process for attendance policy submission.
- C. Attendance policies for virtual schools must include the following:
 - 1. A **definition of the method in which attendance is measured** for students enrolled at the school, including, but not limited to,
 - a. Minimum expectations regarding active class participation,
 - b. Minimum expectations regarding time spent connected online, and/or
 - c. Minimum expectation of completion and submission of assignments.
 - 2. A plan regarding the **method in which student attendance will be recorded and enforced**; and
 - 3. A **plan for providing orientation**, including the school attendance policy to enrolled students and parents or legal custodians, with such orientation occurring upon enrollment.

AUTHORITY NOTE: Promulgated in accordance with R.S. 17:6(A)(10) and 17:233.

HISTORICAL NOTE: Promulgated by the Board of Elementary and Secondary Education, LR 46:788 (June 2020).