

<b>DESCRIPTOR TERM:</b>  Students	<b>Millard District Policy</b> <b>File Code: 6015</b>  <b>Approved: 08-13-20</b>
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## **ADMISSIONS AND ATTENDANCE: DETERMINING DAILY ATTENDANCE**

### **A. Student Attendance for In-Person Instruction**

Daily attendance for students receiving instruction in person shall be determined through attendance checks performed and recorded by the school at least once each day.

[\*Utah Admin. Rules R277-419-11\(5\)\*](#)

### **B. Student Attendance for Live Online Instruction**

Daily attendance for students receiving instruction online in real time shall be determined through attendance checks performed during each day of online instruction and recorded by the school.

[\*Utah Admin. Rules R277-419-11\(5\)\*](#)

### **C. Student Attendance for Online Instruction**

1. Daily attendance for students receiving instruction online but not in real time (including competency-based instruction) shall be determined through records of the student's online activity in the instructional materials and resources, based on the student's login, and interactions with the teacher. Minimum requirements shall be established for each course which shall consist of one or more of the following, as appropriate for the particular course:

- a. A minimum number of logins by the student or contacts by the student with the teacher;
- b. A minimum amount of contact time between the student and teacher;
- c. A minimum amount of time spent by the student accessing the instructional materials and resources; and/or
- d. The student meeting requirements for making progress on, completing, or submitting assignments or tests.

2. The school must interact with the student in some way at least once every ten consecutive school days in order for the student to be included in the school's attendance count.

[\*Utah Admin. Rules R277-419-7\(4\), \(5\)\*](#)  
[\*Utah Admin. Rules R277-419-11 \(5\)\*](#)