

Greetings HDPEC Family,

I hope you enjoyed your Thanksgiving Break. I know this has been a difficult time, but I hope you and your family found ways to celebrate at a distance.

Additionally, I would like to call your attention to an **Important Attendance and Camera Policy Change** to Broward Schools Policy 5.5. Henry D. Perry Education Center will implement the new changes on Thursday, December 3, 2020. This change will allow teachers to provide students with a more engaged eLearning environment and keep teachers and students connected.

VIII. DISTANCE LEARNING DUE TO EMERGENCY SCHOOL CLOSURES

I. **ATTENDANCE:** During a time when school buildings must be closed due to environmental conditions related to public health and/or safety, schools may be required to operate instruction through distance learning. The rules listed below will apply for student attendance during distance learning.

A. Recording student attendance during distance learning:

1. Teachers will record student attendance in their online attendance book. Attendance will be based on the student's presence in the digital classroom.
2. During distance learning, the use of student cameras is required for attendance and instruction. Students will be counted in attendance in the learning environment during their scheduled class time. Teachers should be flexible and consider any extenuating circumstances of individual students who may be unable to turn on a camera. Teachers may consider other evidence of attendance for individual cases.
3. Students will be counted as absent when no evidence of the student's online presence can be observed by the teacher during their scheduled class time.

B. Excusing an absence:

1. Parent Responsibility: Parents will be notified within 48 hours of a reported absence via automated notifications. It is the parent's responsibility to communicate a reason for absence by phone or through the online form available on the school's website or the BCPS Mobile App.
2. School Responsibility: The attendance clerk, designated by the principal, is responsible for monitoring and updating excused absences reported to the school's attendance hotline and the online forms submitted by parents from the school's website.