

# MOVA Attendance and Truancy Policy

Attendance at MOVA is determined by your child's completion of assignments and assessments within all of his/her courses, as defined by MO Rev Stat § 161.670; thus, it is especially important that your child participates in online, offline, and live class sessions.

Student truancy will be monitored at MOVA and may be cause for dismissal. According to the Core Data and Missouri Information System 2019 reporting manual, truancy reporting is *Required for all students except grade PK. Truant student has 10 or more consecutive days of unexcused absence from the school district* (p. 97).

In addition, when a student accumulates ten or more absences during any one school year, MOVA must report your child's absences to the children's division within ten business days of the 10th day of absence. Such notice will be in written form and retained in the student's school records, shall include:

1. The student's full name and parents' or guardians' full names.
2. The addresses and phone numbers of the student and parents or guardians.
3. The student's date of birth and age.
4. The student's current school and grade level.
5. The student's current grades for all classes in which the student is enrolled; and
6. The total number of days missed, and specific days missed from school.

**Thus, students will be marked as participating in a course for the week if they meet one of the following criteria:**

## Grades K-5:

- Activity in any course (e.g., online, offline, lesson completion, live class, teacher communication)
- Student is within 10% expected progress in four or more courses

## Grades 6 -12:

- Activity in any course (e.g., online, offline, lesson completion, live class, teacher communication)
- Have a grade of 60% or higher in each enrolled course

If a student fails to meet one of the participation criteria above, during a week (Monday – Sunday), the student will be marked truant:

- One week of not meeting a defined participation requirement equals 5 days absent

- Two weeks of not meeting a defined participation requirement equal 10 days absent
- Three weeks of not meeting a defined participation requirement equal 15 days absent
- Four weeks of not meeting a defined participation requirement equal 20 days absent

Please see MOVA's section on Non-Compliance for attendance discipline.

## Reporting Excused Absences

Due to the flexible nature of the online program, student excused absences should only be reported, if the student will be absent more than 4 days. Excused absences must be submitted and approved by MOVA's administration. Absences will be reviewed based on reasonable causes, i.e., serious/prolonged illness, severe/prolonged injury, family emergency, etc. Excused absences not approved or not reported will be marked as days truant. Excessively truant students, as defined within the attendance and truancy section of this handbook will be at risk of being recommended not to continue in the MOVA program. In addition, MOVA must report students truant to the State Department of Education. Attendance at MOVA is determined by your child's completion of assignments and assessments within all of their courses, as defined by MO Rev Stat § 161.670. Thus, it is essential to have your student work on assignments and assessments, as prescribed by your student's teachers.

To submit a planned or unplanned absence as excused for administrative review, please complete the appropriate form below:

[K-5 Excused Absence Form Link](#)

[6-8 Excused Absence Form Link](#)

[9-12 Excused Absence Form Link](#)

## Course Completion

While we want all students to complete and be successful in their coursework, it is essential to define what course completion means:

- In grades, K-5 course completion means, the student earned a complete in the course and not an incomplete or identified to repeat the course.
- In grades 6-8 course completion means, the student earned a grade in the course at the end of the semester. This grade could be a passing or failing grade.

- In grades 9-12 course completion means, the student earned a grade in the course at the end of the quarter. This grade could be a passing or failing grade.

Teachers will hold Class Connect sessions throughout the week in the subject areas of Math, Language Arts, Science, Social Studies, Art, Music, and PE per grade level. Some grade levels will also have Class Connect sessions for Health, Technology, and other electives. Some lessons may be taught with an interdisciplinary focus (i.e., using reading strategies for social studies material). Students in the elementary schools shall participate in moderate physical activity for an average of one hundred fifty minutes per five-day school week, or an average of thirty minutes per day. Students in middle schools may at the school's discretion participate in at least two hundred twenty-five minutes of physical activity per school week;

Students are expected to attend all subject sessions LIVE. In the event of session conflicts, MOVA administration will work with you to produce an alternative solution.

It is the responsibility of the parent/student to follow-up on any missed work. Attending class connect sessions live is equal to attending school. *Each student's grades and standing in the course will determine their individual expectations for attending sessions.* Students are expected to attend all courses, unless notified by their teacher that their attendance is not required