



International
Baccalaureate

CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing
students on campus & online



Fusion Attendance 2012-13

Student attendance is a critical component of learning, and our unique schedule requires a unique approach to attendance. For on-campus days, attendance is done traditionally, based on physical presence in the classroom, or “seat time.”

For online days, intellectual presence rather than physical presence is required. That means students must show significant progress towards learning or work completion to be marked “present” in each class. A student must qualify as present in a majority of classes to be considered present for the full day. There must be evidence of engagement and progress. It’s not enough to just log in, nor does a mere physical presence in Study Center qualify as significant progress or attendance during online days. This approach is intended to support learning and to help motivate students to complete their work.

Significant progress can be demonstrated by:

- Completing and submitting all assignments from all classes by their due dates.
- Providing evidence of progress on long-term assignments.
- Meaningful participation in online discussions or other online activities.
- Demonstrating expected learning through a quiz, test or other assessment.
- Other method defined by the teacher.

Attendance records for online days are finalized by the following Thursday, allowing students extra time to complete the work if necessary. A student has one day to make up work for each day of excused absence.

Absences are categorized as either excused or unexcused.

Examples of excused absences include:

- Illness
- Family emergency
- Bereavement and funerals
- Family vacations*

Examples of unexcused absences include:

- Computer problems
- Absences that are not called in by parent/guardian
- Babysitting

*Families should make efforts to schedule vacations during the appropriate times in the school calendar. Students should get assignments ahead of time and keep up on their work while away.

Repeated attendance problems either with on-campus or online days can lead to truancy. Minnesota statute defines “continuing truant” as a student who is absent from school *within a single school year* without valid excuse for three days (elementary school) or three class periods on three separate days (middle school and high school; grades 5-12). (MS 260A.02) Upon a student’s initial classification as a continuing truant, the school will send a letter home. The minimum contents of the letter are described in statute (MS 260A.03). If the situation does not improve following the letter home, the next step is generally to file truancy with the student’s county of residence.