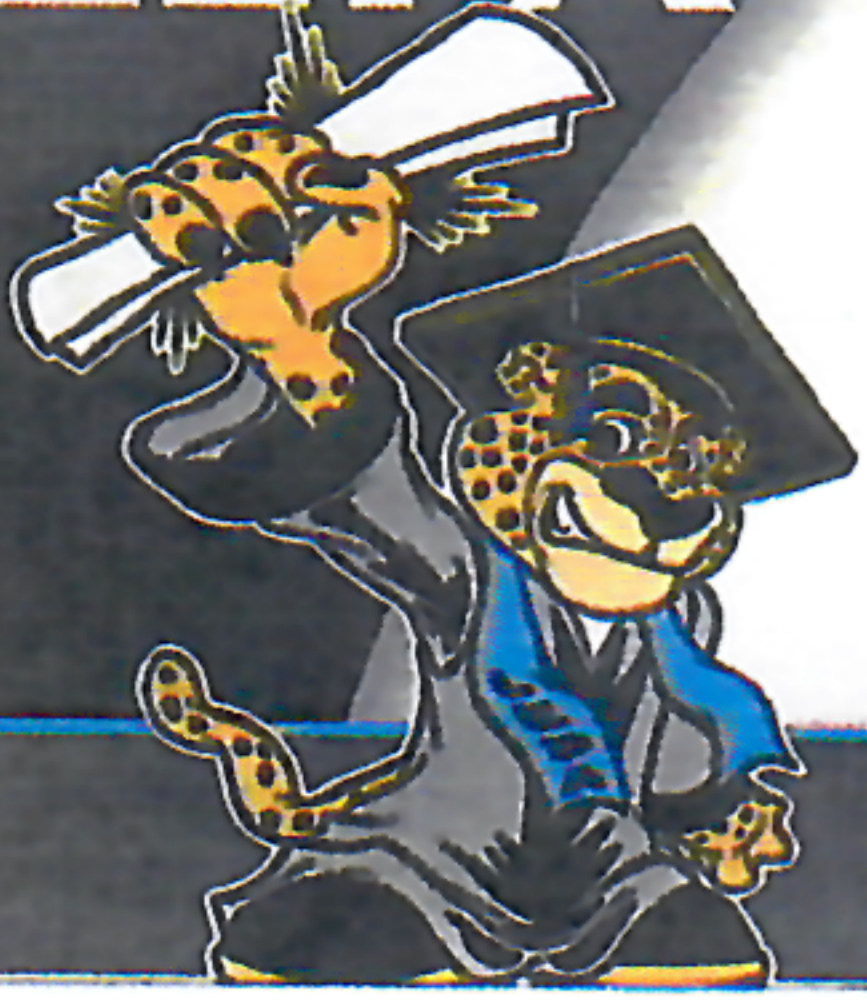


LEPA



LAVERNE ELEMENTARY

PREPARATORY ACADEMY

PH: (760) 948-4333 • FAX: (760) 948-9333

September 29, 2020

As part of new distance learning accountability requirements from the California Department of Education, LaVerne Elementary Preparatory Academy will be required to report student participation and attendance to the State. Therefore, daily school attendance is crucial for your child's academic success as well as their reported attendance record.

Our current schoolwide procedure is that teachers report attendance at the end of each school day using one of four codes. This tracks your child's attendance and engagement in daily activities. The codes are listed below:

Codes:	Description:
Async & Sync Part.	Submitted assigned classwork and attended Zoom
Synchronous Only	Attended Zoom this day but did NOT submit assigned classwork
Asynchronous only	Submitted assigned classwork but did not attend Zoom
No participation	No classwork or Zoom attendance for any reason

If your child was marked as no participation, it will count as an absence for the day. All regular protocols regarding absences will be followed by our school site including the notification to parents in the form of a SARB letter.

These reporting procedures are meant to ensure that each student receives the required instructional minutes in our distance learning format. All academic progress will be shared via report cards, progress reports, conference, etc.

If you have any questions, please contact the school office at 760-948-4333.

Thank you,

Debra Tarver/CEO