



SECTION III: STUDENT POLICY 3010

Attendance Policy

As a public school program, Insight School of Oklahoma, Inc. (“ISOK”) is required to monitor student progress and attendance in accordance with all applicable statutes. Teachers, staff, and administration monitor student attendance.

Responsibility for compliance with state attendance statutes and regulations belongs to the parents, but the program is obligated to keep an accurate record of attendance. Excessively absent students are not meeting the expectations of ISOK and/or state law.

For the purposes of attendance, instructional activities are defined as:

- Logging into the online school
- Completion of course assignments; and
- Active participation in assigned Class Connect sessions.

For the purposes of attendance, on pace for course completion is completing weekly course work as assigned in order to have successful completion of the course by the end of the grading period.

1. For the purposes of attendance, a student attending ISOK shall be considered in attendance for a quarter if the student:
 - a. Completes instructional activities on no less than ninety percent (90%) of the days within the quarter;
 - b. Is on pace for on-time completion of the course as defined by the board of education of ISOK; or
 - c. Completes no less than forty instructional activities within the quarter of the academic year.
2. For a student who does not meet any of the criteria set forth in paragraph 1 of this policy, the amount of attendance recorded shall be the greater of:
 - a. The number of school days during which the student completed the instructional activities during the quarter;
 - b. The number of school days proportional to the percentage of the course that has been completed; or
 - c. The number of school days proportional to the percentage of the required minimum number of completed instructional activities during the quarter.

For students attending ISOK for less than the full quarter, the attendance shall be determined based on a proportional amount of the required attendance policy provisions set forth herein based upon the date of enrollment of the student.

Source: ISOK Board Policy adoption 5/26/2016

Updated 6/20/2017

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70 O.S. §3-145.8