During this period of school closure due to the COVID-19 pandemic, Somerset County Public Schools will be utilizing a method which connects student attendance with confirmed receipt of the distributed Learning Packets.

“The Maryland Student Records System Manual allows for a student to be counted present if engaged in activity sponsored by the school and personally supervised by school personnel. This may include authorized independent study, instruction for homebound students, and similar activities when officially authorized under policies of the local school board.”

Learning Packets (via Google Classroom or hard copy) will represent “similar activities when officially authorized under policies of the local school board”. The requirement of “personally supervised by school personnel”, will involve teacher and staff confirmation that students have received their appropriate learning packets.

**Procedure:**

Following each mailing of the Learning Packets (and subsequent access to the Learning Packets via Google Classroom), teachers and identified staff will be attempting to make contact with their students. This contact will be by phone, e-mail, Google Text/Voice, and/or through the Remind App. A response by the student or parent affirming their receipt of the learning packet will result in the student being marked present during the time period between each learning packet distribution. The confirmation response by the student or parent will be required. In the event that contact is made, but the student or parent have not received the learning packet, then arrangements will be made to receive the learning packet and a follow-up confirmation contact will be made. If no contact is made after multiple attempts, then the student will be marked absent through the next distribution of a learning packet.

This method of student attendance will be retroactive to April 3, 2020 (distribution date of first learning packet) through the end of the school closure.