# **COVID-19 Addendum**

Pandemic (COVID-19) – Muhlenberg School District follows all recommended federal, state and local guidelines in the event of pandemic or related viruses. Student and staff health and safety is always our first priority and paramount. Any time a student, and/or parent/guardian need to attend

## **Virtual School Day**

A traditional 12 period schedule, including MuhlTime will be followed. The school day for students begins promptly at 7:40 a.m. and ends at 2:40 p.m. Teachers may require students to have their camera on during the live session. Video allows teachers to assess student attention, to check for understanding, to ensure that the student is attending and not cutting the class, and allows teachers to engage with students during instruction. Consequences may be provided for not following expectations.

- First offense: Parent contact by teacher.
- Second offense: Parent contact by teacher and removal from live discussion.
- Third offense: Discipline referral and parent contact by teacher and administration.

### A. <u>Attendance Policy</u>

In addition to our current policy – An excused absence includes illness of pupil, quarantine, death in the immediate family, impassable roads, and exceptional urgent reasons that affect the child. Parents/Guardians have 3 options to submit an excuse blank: Email to the attendance secretary (kaylorb@muhlsdk12.org), virtual excuse blank via Google Form on the school's website, and/or paper excuse (found on the district website) can be printed, scanned (a picture of the excuse blank) can be emailed within three (3) school days of the absence. If they fail to provide a written excuse within three (3) school days of the absence, the absence would be permanently counted as unlawful or unexcused.

### B. <u>College Visitations and Education Trips</u>

In addition to our current policy – Educational trip forms can be found on the MSD website. Please fill out the form and email to the attendance secretary. A picture may be taken and sent via email.

### C. Dress Code

School dress code still applies in virtual setting.

### D. Lunch Schedule

Lunch Periods will run from 11:14 to 1:12. Lunch should be eaten during your scheduled period. If you would like the school to provide you lunch and breakfast, they will be provided for students at the MEC bus loading area. Please see the district website for information regarding school breakfast and lunch.