

Medical Absences Modified Transcript Directions

There are two ways in which a student may obtain a modified transcript due to medical issues and absences, however, both ways require a official copy of a doctor's diagnosis and a doctor's expected range of recovery. Both ways may result in an official granting of a 504, however, it not always required. If more than 15% of the assigned work will be modified, than a Modified Transcript may be put in place, based on the following two methods:

1. Parent Initiated: One way is that the parents/guardians of the student notify a member of the team and that member calls a meeting of the parents/guardians, teachers and administration to discuss the issues and to determine if a modified transcript makes sense for the students.
2. Team Initiated: At the monthly grade level meetings, the administration will bring a list of students who have less than 90% attendance. If there are students who have more than 20 absences (they do not have to be consecutive, and may be a combination of excused and unexcused) then a member of the team will call the parent and attempt to set up a meeting between parents/guardians, teachers and administration. Then, they can discuss the issues and determine if a modified transcript makes sense for the student.

Transfer Student Directions

If a student transfers to MSA after MEA Break, then they will automatically receive a modified grade because they would have missed a significant portion of the curriculum.

Policy 503 - Excused Absences

Because the definition of modified curriculum includes fundamental changes to the material and/or learning to a different level and reduced or changed coursework of 15%, a team meeting may be triggered if the student's attendance is 90% or less regardless if the absences are excused, unexcused, or a combination thereof.