

ATTENDANCE
ATTENDANCE FOR CREDIT

FEC
(LOCAL)

This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.

**Consideration of All
Absences
Considered**

Except as otherwise provided by law, all absences incurred while enrolled in the District ~~All absences~~ shall be considered in determining whether a student has attended the required percentage of days under this policy.

**Attendance
Committees**

The Board shall establish an attendance committee or as many committees as necessary for efficient implementation of Education Code 25.092.

The Superintendent ~~or designee~~ shall make the specific appointments in accordance with legal requirements.

**Parental Notice
of Of Excessive
Absences**

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered. When a student's attendance drops below 90 percent of the days the class is offered, the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

Petitions for credit or a final grade may be filed at any time the student receives notice but, in any event, no later than 30 days after the last day of classes.

The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. The attendance committee may also, whether a petition is filed or not, review the records of all students whose attendance drops below 90 percent of the days the class is offered.

All components of the plan for regaining credit must be completed by June 15 of the academic year being appealed for credit. Extensions may be given for students attending summer school.

A student ~~Students~~ who has ~~have~~ lost credit or has ~~have~~ not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

Personal Illness

~~The When a student's absence for personal illness exceeds four consecutive days, the~~ principal or attendance committee may require verification that the student present a statement from a physical or health-care provider in accordance with administrative regulations clinic verifying the illness or condition that caused the student's extended absence from school as a condition of

classifying ~~an~~ the absence for personal illness as one for which there are extenuating circumstances.

**Best Interest
Standard**

In reaching consensus regarding if a student's student has established a questionable pattern of absences and how the student can be awarded credit principal or a final grade, the attendance committee shall attempt to ensure may require that its decision is in the best interest of the a student. The Superintendent shall develop administrative regulations to document the attendance committee's decision present a physician's or clinic's statement of illness after a single day's absence as a condition of classifying the absence as one for which there are extenuating circumstances.

**Guidelines on
Extenuating
Circumstances**

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject. adhere to the following guidelines to determine attendance for award of credit or a final grade:

When Days of
Attendance

1. ~~If~~ makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences as ~~that are allowed under compulsory attendance requirements shall be considered~~ days of attendance for award of credit or a final grade. [See FEA](LEGAL) at EXCUSED ABSENCES FOR COMPULSORY ATTENDANCE DETERMINATIONS.]

Transfers / Migrant
Students

2. ~~A transfer or migrant student incurs absences only after his or her enrollment in the District.~~

Documentation

3. ~~The attendance committee shall consider the acceptability and authenticity of documented reasons for the student's absences.~~

Consideration of
Control

4. ~~The~~ committee shall consider whether the reasons for the absences were ~~for reasons~~ out of the ~~student's or parent's~~ or student's control and.

Student's Academic
Record

5. ~~The committee shall consider whether~~ documentation for or not the absence is acceptable ~~student has completed assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.~~

Information from
Student or Parent

6. The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

**Best Interest
Standard**

~~In reaching consensus regarding a student's absences, the committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent or designee shall develop administrative regulations addressing the committee's documentation of the decision.~~

**Imposing Conditions
for Awarding Credit
or a Final Grade**

The attendance committee shall consider the student's unique circumstances and, if necessary, shall ~~may~~ impose ~~any of the following~~ conditions for awarding ~~students with excessive absences to regain credit or be awarded~~ a final grade that permit the student to meet the instructional requirements of the class rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences. Conditions may include:

1. Maintaining attendance standards for the rest of the semester.
- ~~1.2.~~ 2. Completing additional assignments, as specified by the committee or teacher.
- ~~2.3.~~ 3. Attending tutorial sessions as scheduled, ~~which may include Saturday classes or before and after school programs.~~
- ~~3.~~ ~~Maintaining the attendance standards for the rest of the semester.~~
4. Completing other instructional programs, as specified by the committee.
5. Taking an examination to earn credit. [See EHDB]
6. Attending a flexible school day program.
7. Attending summer school.
8. Attending any other program deemed appropriate by the committee.

In all cases, the student must ~~also~~ earn a passing grade in order to receive credit.

Appeal Process

Appeals

The decision of the campus-level attendance committee to deny credit or a final grade may be appealed to a District-level attendance committee by the parent or guardian submitting to the Superintendent or designee a written request that includes the basis for disagreement with the decision of the campus-level committee.