

## Board Policy 3050: Attendance Policy

Status:

Original Adopted Date: | Last Reviewed Date:

The Board of Trustees of the Minidoka County Joint School District #331 is determined that students attend school in a manner consistent with society's workplace expectations. Students should be in attendance whenever school is scheduled. Students who fail to attend are denied the opportunity to experience learning opportunities and the effectiveness of the teacher's presentation is diminished. Learning is the job of all students. Students must develop the attitudes and work habits to assist them while attending school, as well as in the workplace. To foster this philosophy, all District students are expected to maintain 90% or greater attendance each semester or quarter.

Teachers shall keep a record of absence and tardiness in Powerschool. Before the end of the school day Powerschool shall attempt to contact every parent, guardian, or custodian whose child is absent from school but who has not reported the child as absent for the school day, to determine whether the parent, guardian, or custodian is aware of the child's absence from school.

### Excused Absences

Excused absences will not be included in the calculation for the 90% attendance requirement. Students shall be counted as absent on a period-by-period basis unless they are excused for one of the following reasons:

1. Funerals;
2. An absence verified by a doctor's note upon return to school;
3. A court-related absence verified by a note from the court upon return to school;
4. Counseling verified by a note from the counselor upon return to school;
5. Incarceration, including at a juvenile detention center;
6. In-school suspension; and
7. School activities.

All notes verifying absences for doctor, court, and counseling appointments must be emailed or faxed from the doctor's office or delivered to the school by a parent/guardian within ~~five school days~~ 30 days of returning to school in order to be accepted as an excused absence as defined above. All doctor, counseling, etc notes must be turned in five working days before the end of the semester.

### Unexcused Absences

Unexcused absences shall be included in the calculation for the 90% attendance requirement. Students shall be counted as absent on a period-by-period basis unless they are excused as listed above. Unexcused absences include:

1. Illness without a doctor's note;
2. Doctor, court, or counseling absences with a note received more than five-thirty school days after returning to school;
3. Vacations;

4. Out-of-school suspensions;

~~5. Snow, flood, or weather conditions approved by the District.~~

### Parent Confirmed Absences

Parent confirmed absences the student's parent/guardian is aware of and has approved. However, unless an absence meets one or more of the excused absence criteria listed above, the absence will be included in the calculation for the 90% attendance requirement. Parents should contact the school prior to a non-illness absence to determine whether the proposed absence will be excused. A student's current grades and progress in classes may affect a principal's decision in approving or disapproving absences other than those for illness or emergencies.

### Extended Illness or Health Condition

~~If a student is confined to home or hospital for an extended period, the parent shall make every effort to work with the teacher( or principal if needed) to arrange for assignments. school shall arrange for the accomplishment of assignments at the place of confinement whenever practicable. If the student is unable to do his/her schoolwork, or if there are major requirements of a particular course that cannot be accomplished outside of class, the student may be required to take an incomplete or withdraw from the class without penalty.~~

### Excused Absence for Chronic Health Condition

Students with a chronic health condition which interrupts regular attendance may qualify for ~~placement in a limited attendance and participation program.~~ an extenuating circumstance ~~The agreement. The~~ student and his or her parent shall apply to the principal or counselor, ~~and a limited program shall be written following the advice and recommendations of the student's medical advisor. The recommended limited program shall be approved by the principal.~~ Staff shall be informed of the student's needs, though the confidentiality of medical information shall be respected at the parent's request. ~~Absence verified by a medical practitioner may be sufficient justification for home instruction.~~

### Response to Unexcused Absences

1. If there is a concern over unexcused absences, a warning letter or call will occur.
2. When a student evidences repeated trancies, a conference shall be held among the parent, student and principal. At such a conference, the Principal, student and parent shall consider adjusting the student's program or transferring the student to another school. ~~or engaging in family counseling.~~

Every minute of a class is important for effective learning. Students who arrive after the start of class will be considered tardy. Tardiness will be dealt with at the building level with consequences being outlined in each student handbook. Students who are repeatedly dismissed early from a class may also be considered tardy.

If a student fails to attend class at least 90% of the time school is in session, credit for that class will be denied. Both unexcused and parent confirmed absences will be used in the calculation of the

90% attendance requirement. Each school will develop an Attendance Committee to handle credit appeals and deal with student attendance issues. If the committee chooses to deny credits, appeals may be made to the ~~Board of Trustees~~[Superintendent](#) based on absences due to extenuating circumstances, such as extended illnesses or chronic health conditions, provided that the student has completed the class with a 60% or higher and has evidence of an extenuating circumstance as documented with administrator that was beyond the student's control or a documented chronic health condition or extended illness. ~~Due to credit recovery options available to all students at the secondary schools no other appeals will be considered.~~

Students who have more than seven parent-confirmed or unexcused absences during the semester at Minico High School or more than four parent-confirmed or unexcused absences per quarter at Mt. Harrison High School will lose credit for that class unless they participate in a credit recovery option. Credit recovery options may include credit recovery classes during the regular school year, ~~credit recovery classes during the summer school program,~~ or Idaho Digital Learning Academy classes. Please note that loss of credits results in being off-track for graduation. Counselors will notify students who are off-track to graduate

Students who repeatedly violate the attendance regulations established by the Board will be considered "habitually truant" and a truancy petition will be filed with the Juvenile Court as per Idaho Code 33-206 by the building administrator or their designee. Attendance calculated as described above that falls below the 90% attendance requirement in any given reporting period may constitute grounds for a habitual truancy petition. The school may also deny credits and promotion to the next grade level due to poor attendance. Students who are repeatedly dismissed early from school may also be considered truant.

All sanctions imposed for failure to comply with the attendance policies and procedures shall be implemented in conformance with state and District regulations regarding corrective action or punishment.

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### Legal References

IC § 33-202	<b>Description</b> Attendance at Schools - School Attendance Compulsory
IC § 33-204	Attendance at Schools - Exemption for Cause
IC § 33-205	Denial of School Attendance
IC § 33-207	Attendance at Schools - Proceedings Against Parents or Guardians
Id. Const. art. IX, § 9	Compulsory Attendance at School

### Cross References

Code	Description
2440	<a href="#">Online Courses and Alternative Credit Options</a>
2605	<a href="#">Advancement Requirements (6 through 9)</a>