



## SCHOOL BOARD AGENDA ITEM SUMMARY

November 10, 2025

**SUBJECT: CONSIDERATION OF PROPOSED LOW ATTENDANCE WAIVER FOR ROBERT E. LEE HIGH SCHOOL ON OCTOBER 6, 2025**

**RECOMMENDED ACTION:** Delegate the authority to the Superintendent or designee to approve individual Low Attendance Waivers for days in which campuses had low attendance due to safety concerns and weather-related issues.

**RATIONALE:** The waiver for Low Attendance Due to Safety and Weather issues. The district must include as attachments, documentation of low attendance for the day (including the reason for the low attendance rate and an ADA or PEIMS report showing the attendance rate on the date of low attendance) and the prior year's attendance report (PEIMS summary report showing the average for the year) for the district or applicable campus. See Student Attendance Accounting Handbook 3.8.1.4.

This application is due by the end of July for the current school year. You may enter each campus, and the number of minutes attended on that date individually within a single waiver application. Alternatively, if your district wide attendance was at least 10 percentage points below your prior year average, you may select "All Campuses". If the number of minutes of operation varies by campus on the date of low attendance for "All Campuses", please report the greatest number of minutes on the date of low attendance in the "Number of Min on the Low Attendance Day". Please note that in PEIMS you will claim the actual number of minutes in operation on the specific date by campus. The waiver minute reporting is used to total the number of attendance related waiver minutes by year. Per Student Attendance Accounting Handbook 3.8.2 Closures for Bad Weather or Other Issues of Health or Safety, you are limited to 4,200 minutes for attendance waivers of any kind.

**BUDGET PROVISIONS/ACTION REQUIRED:** Not applicable

**RESOURCE PERSONNEL :** Dr. Randal O'Brien  
Ms. Carrie Smith

