

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 work place 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". Each student is expected to reach his/her maximum potential in this endeavor. Therefore, students must develop the attitudes and work habits to assist them while attending school, as well as in the work place.

Excused absences are illnesses as verified by parents or a physician as per the school's handbook and pre-excused absences and emergencies as approved by the principal or designee. Unexcused absences are absences which are not approved as above. 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 for illness or emergencies. For the purposes of this policy, whenever a student is not present in a class at least 90% of the time that school is in session (current attendance not cumulative), the credit for that class will be denied. All absences, excused and unexcused, count toward the 90% attendance requirement. Parents who wish to appeal the denial of credit may do so. Any such appeal must include reasons for each specific absence, and provide verification from a licensed physician regarding medically necessary absences. Each school will develop an Attendance Committee to handle credit appeals and deal with student attendance issues.

Students shall be counted as absent on a period by period basis unless they are involved in the following: approved school activities, individual and group counseling activities within the immediate school setting, involvement in discipline proceedings, special needs conferences, special education ~~IEP~~ (Individual Education Plan (IEP)) Team meetings, standardized tests and health related activities within the immediate school setting such as health screening programs and emergency first aid.

~~Students who fail to maintain 90% current attendance may be referred to Attendance Court to help resolve attendance problems and concerns. The school will notify the parent/guardian of a student at least two times prior to a referral to attendance court. Attendance Court occurs once each month school is in session. The school may also deny promotion to the next grade level due to poor attendance.~~ 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. Three unexcused absences or attendance below the 90% current attendance mark will constitute grounds for a habitual truancy petition. The school may also deny promotion to the next grade level due to poor attendance.

Each school will develop appropriate procedures to implement this policy, as well as to promote attendance for academic excellence.

Addendum for Minico High School only:

Minico High School has a 95% attendance requirement.

- ~~Absences: If a student is going to be absent for any reason it is the student's responsibility to notify the school as early as possible. All time must be made up prior to the end of the following trimester for a student to receive credit.~~
- ~~Absences & Tardies: Absences and tardies will be made up in the make up lab during posted hours. Behavior problems or time off task during make up will result in the student being sent home immediately and referred to administration. Students under 16 years of age who are absent or tardy will be treated as truant and the proper authorities will be notified. All missed time must still be made up before credit will be granted. Students not meeting the ninety five percent attendance requirement will not receive credit or be promoted even though they may have passing grades until that the time has been made up.~~
- ~~Failure Due to Attendance: Students who exceed 3 absences in a class during a trimester face receiving Failure Due to Attendance (FA) in that class.~~
- ~~Appeals for Credit: Students who wish to appeal the denial of credit must do so by the end of the trimester. Students who are absent more than 5% of the instructional days in a subject matter area may file a written appeal to the school attendance committee through the office of the assistant principal for credit and/or exemption from the attendance policy, due to extraordinary circumstances. Notes from a physician(s) must be attached and returned with the appeal for consideration. The appeals committee will review each appeal form and render their decision. The decision of the appeals committee will be credit granted, credit denied, or the opportunity to make up hours through the Plato Tutorial Program. If the request for credit is denied by the attendance committee, the student has the right to appeal the decision to the superintendent of schools and, if not satisfied with the decision of the superintendent, the student may request a final appeal with the Board of Trustees. If make up is approved, the student will have the next trimester (12 weeks) to make up the hours to receive previously denied credits.~~

Addendum for Mt. Harrison Jr./Sr. High School only:

Mt. Harrison Jr./Sr. High School students have a 95% attendance requirement.

- ~~Absences: If a student is going to be absent for any reason it is the student's responsibility to notify the school as early as possible. Students who are absent without notifying the school may be dropped from the session. All time must be made up prior to the end of the following quarter for a student to receive credit.~~
- ~~Tardy~~
- ~~Absences and tardies will be made up in the make up lab during posted hours. Only time on task will count towards make up time. Behavior problems or time off task during make up will result in the student being sent home immediately and referred to administration. Students~~

under 16 years of age who are absent or tardy will be treated as truant and the proper authorities will be notified. All missed time must still be made up before credit will be granted.

- ~~Appeals For Credit: Students who wish to appeal the denial of credit must do so by the end of the quarter. Students who are absent more than 5% of the instructional days in a subject matter area may file a written appeal to the school attendance committee through the office of the principal for credit and/or exemption from the attendance policy, due to extraordinary circumstances. Notes from a physician(s) must be attached and returned with the appeal for consideration. The appeals committee will review each appeal form and render their decision. The decision of the appeals committee will be credit granted, credit denied, or the opportunity to make up hours through the Plato Tutorial Program. If the request for credit is denied by the attendance committee, the student has the right to appeal the decision to the superintendent of schools and, if not satisfied with the decision of the superintendent, the student may request a final appeal with the Board of Trustees. If make up is approved, the student will have the next quarter (9 weeks) to make up the hours to receive previously denied credits.~~
- ~~Mt. Harrison High school is a closed campus. Students are to be on campus unless signed out by a parent/guardian. All time missed is subject to the make-up policy.~~

~~Addendum for East Minico and West Minico Middle Schools only:~~

~~East Minico and West Minico Middle Schools have a 95% attendance requirement.~~

- ~~**Absences:** If a student is going to be absent for any reason it is the parent's responsibility to notify the school as early as possible.~~
- ~~**Absences:** Absences that exceed the 95% attendance policy will be made up at the discretion of the building principal. Behavior problems or time off task during make up will result in the student being sent home immediately and referred to administration. Students who are absent more than 5% of the instructional days may be treated as truant, in which case the proper authorities may be notified.~~
- ~~**Appeals for Credit:** Parents who wish to appeal the denial of credit must do so by the end of the trimester. Students who are absent more than 5% of the instructional days in a subject matter area may file a written appeal to the school attendance committee through the office of the principal for credit and/or exemption from the attendance policy, due to extraordinary circumstances. Notes from a physician(s) must be attached and returned with the appeal for consideration. The appeals committee will review each appeal form and render their decision. The decision of the appeals committee will be credit granted, credit denied. If the request for credit is denied by the attendance committee, the student has the right to appeal the decision to the superintendent of schools and, if not satisfied with the decision of the superintendent, the student may request a final appeal with the Board of Trustees.~~



LEGAL REFERENCE: Idaho Code 33-206, 33-506(1)

ADOPTED: January 16, 1996

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