

Sheridan School District 48J

435 South Bridge Street
Sheridan, Oregon 97378

Steve Sugg, Superintendent



Phone (971) 261-6959
Fax (503) 843-3505

www.sheridan.k12.or.us

August 14, 2014

To the parent or guardian of:

Parent/Guardian:

District: Sheridan School District

This letter is **SIMPLY A NOTIFICATION** that your child has missed **five (5)** or more days of school this semester. If you feel this is incorrect, please contact me.

Compulsory Attendance Law and Penalty:

Oregon's law requires parents or persons in control of a child who has not completed the twelfth grade to enroll the child and maintain the child in regular attendance at school. **Violation of this requirement is a Class C violation.**

If the school determines that a child fails to maintain regular attendance, written notification shall be given to the parent. Continual attendance issues will require the parent(s) to attend a conference with a designated school official. If the parent does not attend or the student fails to show improvement in school attendance after the conference, state law and district policy allow the superintendent to issue, or cause to be issued, a citation to appear in Attendance Court (a court created by the Clackamas County Circuit Court).

Please contact me if you have any questions:

Kris Molloy (Attendance Officer)
(971) 261-6960

kristoffer.molloy@sheridan.k12.or.us

Please sign and return this letter with student to the school as acknowledgment of receipt of this notice.

Parent/Guardian Signature

This form should be returned with the student to:
Faulconer-Chapman School
C/O Kris Molloy
332 S. W. Cornwall St., Sheridan, OR 97378
Fax: (503) 843-3738

By: