

DRAFT: CCSD Truancy Accountability Plan

Step 1

- School personnel contacts parents/guardians every morning that a student is absent.
- Absentee reports are run weekly.
- Calls to parents for students with more than three unexcused absences are made to encourage attendance improvement.

Step 4

- When 15 unexcused absences are accrued, Power School Truancy Letter #3 is sent to the Craig Police Department office and to parents. Copies of this plan and the student's attendance record are included.
- Supporting documentation (truancy accountability plan, letters, dates of phone calls, and meetings) is provided to the superintendent or designee.
- A report will be made to the Alaska Office of Children Services.
- The superintendent or designee fills out appropriate court forms and submits this along with the dates of full-day truancy violations.

Step 2

- When a student has five unexcused absences, Power School Truancy Letter #1 is sent home, along with a copy of this plan and the student's attendance record.
- Parents are advised of the possible legal process (each parent may be cited, charged, and fined if found guilty).
- A request for a meeting with parents and the school administrator is made so that the importance of attendance can be discussed and to determine if there are underlying issues affecting attendance.

Step 5

- Site principal sends Power School Truancy Letter #4 for every five days of additional unexcused absences. Copies of this plan and the student's attendance record are included.

AS 14.30.010: Every child between seven and 16 years of age shall attend school at the public school in the district in which the child resides during each school term.* Every parent, guardian or other person having the responsibility for or control of a child between seven and 16 years of age shall maintain the child in attendance at a public school in the district in which the child resides during the entire school term.

AS 14.30.030: A person who knowingly fails to comply with AS 14.30.010 is guilty of a violation. Each five days of unlawful absence under AS 14.30.010 is a separate violation.

BP 5113: The School Board believes that regular attendance plays a key role in the success a student achieves in school. The Board recognizes the responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 7 to 16 are obligated to send their children to public school except as allowed by law. The Board shall abide by all state attendance laws and may use any legal means to correct the problems of excessive absence or truancy.

*POW Schools have open enrollment, so this sentence refers to the school the child is enrolled in on POW Island.

Step 3

- Power School Truancy Letter #2 is sent when a student accrues 10 unexcused absences. A copy of the this plan and the student's attendance record is included.
- A parent meeting will be requested.

Step 6

- The District Attorney reviews the information and then files the charging documents with the court.
- The Court issues each parent/guardian a summons requiring his/her appearance in court and provides each parent/guardian with a copy of his/her charging documents.
- Parents are arraigned. If they plead not guilty, subsequent court dates are set. School staff may be asked to appear at this hearing.
- The Court notifies the CCSD superintendent or designee of the disposition which is shared with the principal and superintendent.