

## STUDENT ATTENDANCE

~~The parent or guardian is charged by law with responsibility for the student's school attendance. The Superintendent will enforce the laws regarding attendance, with consideration for the variables that affect children and families. The Superintendent will place emphasis on the prevention and correction of the causes of absenteeism.~~

Any parent, guardian or person having custody and control of a "school-age person" is responsible for the school attendance of that person until that person has reached at least eighteen years of age unless the person has graduated from high school, received a school equivalency credential or withdrawn on a hardship waiver. The school-age person has the right to attend public school within the school district of residence. The school-age person shall attend school for at least the length of time of the school year that is established in the school district in which the child is a resident or enrolled. A "school-age person" means a person is at least five (5) years of age prior to 12:01 a.m. on September 1 of the then current school year.

Pregnant and parenting students must have the same educational opportunities as their peers.

The regular school attendance of a child of school age is required by state law. Regular school attendance is essential for success in school; therefore, absences shall be excused only for necessary and important reasons. Such reasons include but are not limited to illness, injury, bereavement of a family member, other family emergencies, and observance of major religious holidays of the family's faith or religious instruction and tribal obligations. For religious instruction and tribal obligations written consent of a parent and approval of the principal are required. A student may be excused for authorized reasons and time shall be provided for the student to make up the work.

An unexcused absence means an absence from a class or school day (half of the student's approved program) for which the student does not have an allowable excuse.

Absent means not in attendance for a class or school day for any reasons, excused or not except for interscholastic extracurricular activities.

In the event of a necessary absence known in advance, the parent is expected to inform the school. If the absence is caused by emergency, such as illness, or injury the parent is expected to telephone the school office, if possible. When a student returns to school following an absence, a note of explanation from the parent is required, unless the parent notified the school in advance of the absence.

School administrators are authorized to excuse students from school for necessary and justifiable reasons as determined from the circumstances surrounding the cause of the absence.

The district shall provide interventions for students who are missing school, depending on the number of absences.

Intervention is called for if a student misses 5% or more of classes or days of school.

A public school shall provide interventions to students who are absent or chronically absent, which may include:

- Assessing student and family needs and matching those needs with appropriate public or private providers, including civic and corporate sponsors;
- Making referrals to health care and social service providers;
- Collaborating and coordinating with health and social service agencies and organizations through school-based and off-site delivery systems;
- Recruiting service providers and business, community and civic organizations to provide needed services and goods that are not otherwise available to a student or the student's family;
- Establishing partnerships between the public school and community organizations, such as civic, business and professional groups and organizations and recreational, social and out-of-school programs;
- Identifying and coordinating age-appropriate resources for students in need of:
  - Counseling, training and placement for employment;
  - Drug and alcohol abuse counseling;
  - Family crisis counseling; and
  - Mental health counseling;
- Promoting family support and parent education programs; and
- Seeking out other services or goods that a student or the student's family needs to assist the student to stay in school and succeed.

The attendance team may be convened to establish:

- A specific intervention plan for the student;
- Weekly progress monitoring, and
- A contract for attendance.

If the student misses 20% or more of the classes or days of school, the attendance team shall:

- Notify the parent in writing by mail or personal service;
- Provide the date, time and place for a meeting to be held with the parent, principal of the school and the attendance team for the purpose of:
  - Establishing nonpunitive consequences for the student at the school level;
  - Identifying appropriate specialized supports needed to help the student address the underlying causes of excessive absenteeism; and
  - Apprising the student and the parent of the consequences of further absences.

Student-teacher incompatibility, if alleged, will require consultation with the teacher and a meeting initiated by the principal with the student, parent and teacher.

If a student does not respond to intensive support as implemented above but continues displaying excessive absenteeism, the school board shall consult with the superintendent in executive session on the issue and shall cause the student to be reported to the probation services office of the appropriate judicial district for the purpose of an investigation as to whether the student should be considered a neglected child or a child in a family in need of family services, subjecting the child to provisions of the Children's Code.

The records supporting such action shall be provided to the juvenile probation services office by the Superintendent within ten (10) days of the identification of the student excessively absent.

Consequences shall not include out-of-school suspension or expulsion, but should focus on intervention and fostering retention of student in the educational setting.

Only after exhaustion of intervention strategies may the District consider withdrawal of the student from membership in the school. Consulting with the juvenile probation services office or the caseworker for child services should be accomplished before such action.

Upon a written request by a parent for attendance data the school shall provide the following information within five 95) days:

- Absence data;
- Preventive measures;
- Resources to address the causes; and
- A corrective action plan and interventions including follow-up procedures.

*Adopted:* date of manual adoption

LEGAL REF.: 22-12A-1 NMSA (1978) et seq.  
6.10.4.9 NMAC  
6.10.8.7 NMAC  
6.10.8.8 NMAC  
6.10.8.9 NMAC  
6.10.8.10 NMAC  
6.11.2.9 NMAC  
42 USC 11301, McKinney-Vento Homeless Assistance Act of 2001,  
as amended by the Every Student succeeds Act (ESSA) of 2015  
New Mexico Activities Association Handbook, Sec. 6

CROSS REF.: IHBCA - Programs for Pregnant/Parenting Students  
IKEA - Make-Up Opportunities  
JE - Student Attendance  
JEA - Compulsory Attendance Ages  
JFAA - Admission of Resident Students  
JFAB - Tuition/ Admission of Nonresident Students  
JFC - Student Withdrawal from School/Dropouts  
JH - Student Absences and Excuses  
JHB - Truancy/Chronic Absence  
JHBC - Released Time for Religious Instruction  
JJJ - Extracurricular Activity Eligibility  
LF - Relations with State Education Agencies

**GADSDEN INDEPENDENT SCHOOL DISTRICT**

07/20/12