

Shoshone Joint School District No. 312

STUDENTS

3050P

Attendance Committee

An attendance committee shall convene for the purpose of evaluating student's attendance and will make a determination based on fact as to whether or not a student will receive or be denied credit for exceeding the ninety percent (90%) attendance policy.

The committee shall be made up of one junior high staff member, one high school staff member, a school board member, a member of the classified staff, and an administrator or designee. Total may be up to six members, but may convene and make decisions with only a quorum present.

The committee shall convene on a day to be determined by the administration, and will meet from 12:30 P.M. to 4:00 P.M. Students must schedule a time to appear before the committee prior to the meeting date. All students in violation of the 90% attendance rule will be notified by a list posted by the teachers in each of their classrooms. The students are then responsible to fill out an appeal form and turn it into the office in order to schedule a time.

All students that appeal must have a parent, guardian, or responsible adult present. Students may not appeal an "F" or absences due to truancies or suspensions. Decisions made by the committee are final, and may not be appealed to the board. There will be no "after the fact" evidence introduced such as those that were required at the time of the absence for illness and family etc. All notes and excuses from doctors should be presented at the time of the absence. However, consideration will be given to Doctor's notes produced at the hearing.

The committee or administration will pre-screen students so that those not needing to appeal will not have to go through the scheduling process. The absences that would be screened would be those absences that had been previously arranged for family or doctor's appointments.

Three unexcused tardies in any one period automatically go to an unexcused absence and would be counted in the 90% attendance.

Adopted: June 10, 2008

Revised: