

MORGAN COUNTY BOARD OF EDUCATION

ATTENDANCE

Descriptor
Code:
JB

Issued Date:
04/02/07

STUDENT/PARENT EXPECTATIONS

58320. Attendance is the key factor in student achievement and therefore, students are expected to be present each day school is in session.

58321. Students must have adequate documentation for each absence, or it will be “unexcused.” In grades 6-12, at the end of each nine-week grading period, a student’s grade will be reduced by two (2) points for each unexcused absence that he/she has accumulated during that time. This reduction of two (2) points will be the same as averaging in a “0” for the day.

58322. All missed work or tests (excused or unexcused) may be made up within five (5) school days upon returning to school. The teacher has the authority to extend the time to make up work but this extension must be requested in writing.

58323. Principals must notify the superintendent of schools/attendance supervisor of any pupil absent without excuse a total of five (5) cumulative days, and renotify after each successive 5-day period of absences; the superintendent/attendance supervisor must notify parents of each such period.¹

58324. In grades K-12, perfect attendance (zero absences, which includes no tardies or early dismissals) will be rewarded as follows:

1. Zero absences will be rewarded with three (3) points added to the nine weeks grade.
2. One (1) absence will be rewarded with two (2) points added to the nine weeks grade.
3. Two (2) absences will be rewarded with one (1) point added to the nine weeks grade.

No student’s grade will be improved above 100 points.

58325. Days absent due to out-of-school suspension will be “unexcused.”

58326. A student (with a parent) may be required to attend a Truancy Review Board Hearing after they have accumulated five (5) or more unexcused days in a semester. The Truancy Review Board will conduct a hearing to determine if any extenuating circumstances exist or verify that the student has met attendance requirements.

58327. If a student continues to miss school unexcused after notification from the attendance supervisor and/or Truancy Review Board, appropriate action will be taken in Juvenile Court.

58328. When a student contracts head lice, they will be excused the day they are sent home and the next day only. Only two(2) occurrences of head lice will be excused in a school year.

58329. Ten (10) consecutive or fifteen (15) total unexcused absences during any semester renders a student ineligible to retain a driver’s permit or license, or to obtain such if of age.²

11. If a student misses more than one half of a class, they will be counted absent for that class.

JB - Attendance (Cont'd)

12. A positive reward system will be developed at each school for the perfect or near perfect attendance for each grading period. This system may include prizes which could be money, gift certificates, special recognition and etc.

EXCUSED ABSENCES

1. The student's own illness. These days must be documented in writing by the parent/guardian. Medical statements may be asked for at any point the principal deems appropriate. Three (3) days will be excused with a home note per semester. All excuses must be turned in within five (5) school days; any extension must be approved by the principal.
2. Death in the student's immediate family.
3. Recognized religious holidays in which the student normally participates.³
4. Unforeseen emergencies or situations where the student has no control and the principal deems appropriate.
5. Principal can designate special occasions that parent notes will not be accepted (examples; at career day and home ball games during the day).

APPEALS

Parents/guardians may appeal adverse student attendance decisions in writing within five (5) days to the principal, attendance supervisor, superintendent, and school board in that order.

Legal References:

1. Public Chapter #910, effective July 1, 1994
2. TCA 49-6-3017; TCA 49-2-203 (b) (7)
3. TRR/MS 0520-1-3-.03 (B) (14)

