

UINTAH SCHOOL DISTRICT POLICY ACTION REVIEW

1st Reading	3/9/22	New	
2nd Reading	4/6/22	Revised	X
Approved	4/6/22	Substitute	

007.0810 ATTENDANCE POLICY

REVISES POLICY 007.0810 ATTENDANCE (LAST APPROVED 8/11/21)

1.0 COMPULSORY ATTENDANCE

Attendance at school is required by Utah State law and is considered critical to academic success. Utah State law requires that parents and guardians having control of a minor between six and eighteen years of age shall send the minor to a public or a regularly established private school of the district in which the minor resides.

2.0 ATTENDANCE EXEMPTIONS

Students who meet one or more of the following conditions to the satisfaction of the Board and agree to the terms and conditions set forth in an agreement provided by the District shall be exempt from compulsory attendance requirements and shall be given a letter of approval, issued by the Board, stating that the minor is excused from attendance during the time specified on the certificate.

- 2.1 A student over the age of 16 may receive a partial release from school to enter employment if the minor has completed the eighth grade, or if the minor's services are required for the support of a parent. Minors receiving this exemption must still attend school or home school part-time as required by the Board. Utah Code Ann. 53G-6-204.
- 2.2 On an annual basis, a minor between six and eighteen years of age may receive a full release from attending a public, regularly established private or part-time school or class if one of the following is established to the Board's satisfaction:
 - 2.2.1 The minor has already completed the work required for graduation from high school or has demonstrated the required skills and competencies under the early graduation program.
 - 2.2.2 The minor is in a physical or mental condition, certified by a licensed physician, which renders attendance inexpedient and impracticable.
 - 2.2.3 The district superintendent has determined that a school-age minor over the age of 16 is unable to profit from attendance at school because of inability or a continuing negative attitude toward school regulations and discipline.
 - 2.2.4 The minor between the ages of 16 and 18 years of age has agreed to and received the support of their parents, the administration of the high school, the adult education director and the superintendent or his/her designee to attend the adult education program, where they will receive their diploma. Utah Code Ann 53G-6-204.

- 2.3 On an annual basis, a minor between six and eighteen years of age shall be released from full or part-time attendance at a public, regularly established school or class if the student's parent or guardian files a signed affidavit with the District affirming that the minor will attend a home school.
- 2.4 For a student enrolled in a nontraditional program the district shall:
 - 2.4.1 document each student's continued enrollment status in compliance with the continuing enrollment policy at least once every ten consecutive school days; and
 - 2.4.2 appropriately adjust and update student membership records in the student information system for students that did not meet the continuing enrollment measurement.
 - 2.4.3 The continuing enrollment measurement will be determined by the LEA and be in accordance with R277-419-5.

3.0 ATTENDANCE EXPECTATIONS

Students in Uintah County School District will be expected to be in attendance a minimum of 93% in any and all classes.

- 3.1 Students will be excused by their parents within five (5) school days of the absence by phone or written approval for the following reasons:
 - 3.1.1 Illness, which may be either mental or physical, regardless of whether the school-age child or parent provides documentation from a medical professional, death in the family, family emergency, court subpoena or prearranged absences approved by parent and principal.
 - 3.1.2 Mental or behavioral health of the school-age child.
- 3.2 Participation in school-sponsored or Board of Education approved activities which require absence from school for all or a portion of the day shall not be considered an absence on the district records kept for Weighted Pupil Units (WPU).
- 3.3 Assignments and instructional materials missed as a result of the excused absences or school activity will be provided by the school as outlined in Uintah School District Student Policy 0006.500.
- 3.4 No person shall be allowed to remove a student from school during the school day unless that person first reports to the principal or the school's Administrative Office and one of the following circumstances is true:
 - 3.4.1 The person positively identifies him or herself as the student's custodial parent or legal guardian or designee identified by custodial parent or legal guardian.
 - 3.4.2 The person is in possession and possesses a valid subpoena or Court Order instructing the school to deliver the student to the person named in the subpoena and the person can positively identify him or herself as the person named to receive the student in the subpoena or order.
 - 3.4.3 The person is a properly identified law enforcement officer in possession of a valid warrant naming the student, and the principal or his designee examines the warrant and is satisfied that the student is properly and sufficiently identified.
 - 3.4.4 The parent or legal guardian authorizing or requesting the release of the student during the school day assumes full and complete responsibility for

the actions of the student and for any harm or injury that may come to the student after release by the School Administrator or the Attendance Office.

- 3.4.5 Parents may not excuse a student leaving class or campus during the school day without permission, after the fact.

4.0 TRUANCY

A student not properly excused will be considered truant. Truancy is defined as missing part of or a full day of school without authorization.

- 4.1 The school district shall make efforts to resolve the school attendance problems of each school-age minor who is, or should be, enrolled in the school district.

The efforts shall include, as reasonably feasible:

- 4.1.1 counseling of the minor by school authorities;
- 4.1.2 issuing a notice of truancy to a school-age minor who is in grade 1 through 6 in accordance with Section 53G-6-202;
- 4.1.3 issuing a notice of compulsory education violation to a parent of a school-age child (under 14 years of age), in accordance with Section 53G-6-202;
- 4.1.4 making any necessary adjustment to the curriculum and schedule to meet special needs of the minor;
- 4.1.5 considering alternatives proposed by a parent;
- 4.1.6 monitoring school attendance of the minor;
- 4.1.7 voluntary participation in truancy mediation, if available; and
- 4.1.8 providing a school-age minor's parent, upon request, with a list of resources available to assist the parent in resolving the school-age minor's attendance problems.
- 4.1.9 enlisting the assistance of community and law enforcement agencies as appropriate and reasonably feasible in accordance with Section 53G-8-211.

- 4.2 When a student is truant, the principal or his/her designee is authorized to issue:

- 4.2.1 a Notice of Truancy to school-age minors who are in grade 1 through 6 in accordance with Section 53G-6-202 if the student has been truant at least five times during the school year.
- 4.2.2 a Notice of Compulsory Education Violation to a parent of a school-age child in grade 1 through 6, in accordance with Section 53G-6-202 if the student has been truant at least five times during the school year.
- 4.2.3 The notices shall direct the school-age minor and/or parent to meet with school authorities to
 - 4.2.3.1 discuss the trancies;
 - 4.2.3.2 cooperate with school district in securing regular attendance;
 - 4.2.3.3 and shall be mailed to, or served on, the parent.

- 4.3 Court referrals for truancy may only be issued in accordance to State Code 53G-8-211-4(a).

- 4.4 The parents, guardians, or person having control of a truant student shall cooperate with school authorities in resolving attendance problems. If the behavior is not corrected after earnest and persistent efforts are made by those parties, or, if the parents, guardians or person having control refuse to cooperate after earnest and persistent efforts are made by school authorities, the truant student may be referred to alternative school-related interventions.

- 4.5 Except during the period between March 17, 2021 and June 1, 2022, it is a class B misdemeanor for a parent of a school-age child to intentionally or without good cause fail to enroll the school-age child in school, unless the school-age child is exempt from enrollment under Section 53G-6-204 or 53G-6-702.
- 4.6 Except during the period between March 17, 2021 and June 1, 2022, it is a class B misdemeanor for a parent of a school-age child who is in grade 1 through 6 to, after being served with a notice of compulsory education violation, intentionally or without good cause:
 - 4.6.1 fail to meet with the school authorities designated in the notice of compulsory education violation to discuss the school-age child's school attendance problems; or
 - 4.6.2 fail to prevent the school-age child from being truant five or more times during the remainder of the school year.

Except during the period described in Subsections (5) and (6), a local school board, charter school governing board, or school district shall report violations of this section to the appropriate county or district attorney.

5.0 MONITORING ATTENDANCE FOR ONLINE/REMOTE AND BLENDED LEARNING

- 5.1 USD may offer its students digital or online remote learning in lieu of on-site learning. Under these circumstances, the school will take regular attendance of its students as per best practices for online instruction and will report attendance as required to the Utah State Board of Education through its regular tools and interface.
- 5.2 Students' attendance in USD's online or remote classes will be taken by students' presence in the classroom and/or their participation. Students' regular participation as described will constitute attendance and will be logged as such by teachers.
- 5.3 Presence and participation will be monitored and assessed in any of the following or similar ways determined by school and district administration:
 - 5.3.1 Software and Online Learning Applications,
 - 5.3.2 communications, (Phone, email, or other electronic communication)
 - 5.3.3 discussion boards,
 - 5.3.4 submitted assignments or responses,
 - 5.3.5 students' participation in live sessions,
 - 5.3.6 one-on-one interactions between teachers, students, and staff.
 - 5.3.7 attendance in online class meetings/check-ins
- 5.4 Under emergency circumstances, and if appropriate, USD may offer its students a modified, traditional learning program off-site, as directed by USD's district leadership team and for a period determined by the board. Under these circumstances, the school will take regular attendance of its students by the pick-up, delivery, and/or return of hard copy educational materials, devices, or other curriculum, and will report attendance as required to the Utah State Board of Education through its regular tools and interface.
- 5.5 Student membership eligibility and calculations will be based on the same metrics as described elsewhere in this policy using the attendance data gathered from the adjusted monitoring procedures as described above.
- 5.6 Students who fail to participation as described in 5.3 may be subject to the consequences for truancy in 4.0.

6.0 DUE PROCESS

(See 007.0900 Due Process for Students approved 6/21/05.)

¹ Educational neglect means that, after receiving notice that a minor has been frequently absent from school without good cause or that the minor has failed to cooperate with school authorities in a reasonable manner, a parent or guardian fails to make a good faith effort to ensure that the minor receives an appropriate education. [78-3a- 103(1)(q)(ii)]