

Tac Titooqan Article September 2018

Thank you for your partnership in ensuring regular and punctual attendance. Not only do absent students miss valuable learning, average daily attendance drives our funding. Despite early release each Friday, these days will remain crucial to your child's education. Absences on Fridays will not only impact our funding, these students will be at a disadvantage and behind in their learning. Please join us in this effort to ensure all students reach their full potential.

Community Resource Specialist and Truancy Interventionist: A new position has been created to support students and their families in removing barriers to regular and punctual attendance. Shawna Leighton will be the district Community Resource Specialist and Truancy Interventionist. Shawna can connect families with tribal, county, and state resources. She will act as a mentor for students who struggle with school attendance and support their academic success. This role has been graciously supported by Local Education Funds from the Nez Perce Tribe.

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Revisions to Attendance Policies and Procedures:

1. School attendance personnel or classroom teachers will attempt to contact parents of unexcused students by telephone daily.
2. When a student has three (3) absences in a semester, a letter will be sent home. The letter will include the number of school days missed. The letter will be documented in Schoolmaster.
3. When a student reaches five (5) days of absences in a month or six (6) days of absences in a semester, the principal or designee will notify the superintendent. The principal will contact the parent/guardian to develop a plan to assure regular attendance to minimize further absences and explain policies for attendance. The principal contact will be documented in Schoolmaster.
4. When a student has missed ten (10) days in a semester, the student may be referred to Child Protective Services for educational neglect.
5. **Grades PreK-8:** Students who miss 40% or more of the scheduled instructional minutes of the school year will be automatically retained and required to repeat their current grade. The parent or guardian may appeal this retention with the Lapwai School District Attendance Committee.
6. **Grades 9-12:** Absences will be recorded by period. When a student misses twelve (12) days in any given period in a semester, the student will be withdrawn and lose credit for each class with 12 or more absences. The parent or guardian may appeal the loss of credit with the Lapwai School District Attendance Committee.
7. **Attendance Committee Appeals:** Approved appeals by the Lapwai School District Attendance Committee will include a plan to ensure regular and punctual attendance including resources and mentors to support improvement. Failure to adhere to the Attendance Committee plan will result in retention in grades PreK-8 and proceeding with loss of credit in grades 9-12. Failure to adhere to the Attendance Committee Plan may also result in parent and/or student referrals to the prosecutor in the appropriate jurisdiction and to Child Protective Services.

Out of District Students

Acceptance of out-of-district students is a program that spans one school year at a time. **Parents/guardians must reapply each spring for the following school year.** Please complete an Open Enrollment application at the Lapwai School District Office **prior to registration August 15th and 16th.** We are located in back of the gymnasium lobby at 404 S. Main Street in Lapwai. **Idaho Code also requires districts to charge tuition for out of state students, please contact the district office for additional information.** Actual student enrollment may be considered before approving an out-of-district enrollment request.

Proof of Residency

Incoming kindergarteners and transfer students from another school district will require proof of residency during the registration process. Students residing with a parent or legal guardian within district boundaries will automatically be accepted. Students residing outside of district boundaries or living in a household without their parent or legal guardian will be required to complete an Open Enrollment Application for consideration. See district policy 502.9.

Incoming kindergarten students with Lapwai Head Start records reflecting an in-district physical address from will not be required to submit proof of residency unless requested.

Proof of residency must be **1** of the following showing parent/guardian name with current physical address and proof must be dated no more than 30 days prior.

- Rental/Lease/Home Agreement
- Utility Bill
- Cable Bill
- Homeowners/Renters Insurance

If you are unable to provide one proof of residency from the above list, you must then provide **3** proofs of residency from the following list below and be dated no more than 30 days prior.

- Driver's License or State ID
- Auto Insurance
- Paycheck Stub
- Bank Statement
- Credit Card Statement
- Letter or Document from a Tribal/Federal/State Agency