

700 STUDENTS

7:70 Absenteeism and Truancy Policy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades, kindergarten through 12, in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because his or her religion forbids secular activity on a particular day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence.

Absenteeism and Truancy Policy

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. The program shall include but not be limited to:

- A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
- A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
- A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
- A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
- A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.

1. A definition of a valid cause for absence in accordance with Section 26-2a of this Code:

- illness, including the mental or behavioral health of the student;
- observance of a religious holiday,

- death in the immediate family, family emergency,
- other situations beyond the control of the student as determined by the Board in each school district.
- other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety of the student.

2. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism:

- including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
- Examining district process and procedures for coding unexcused absences;
- Reasonable efforts to provide ongoing professional development to teachers, administrators, secretaries, Family Resource Coordinators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
- Monitoring and analyzing attendance data for the Superintendent to report out to the Board of Education.

3. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services:

- A protocol for the District Attendance K-6 Liaison to provide interventions for students who have been identified with Chronic Absenteeism and Chronic Truancy in the primary and elementary grades.
- A protocol for cooperating with non-District agencies including, the Regional Superintendent, truant specialists, and a comprehensive community based youth service agency.
- Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
- An acknowledgement that no punitive action, including out-of-school suspensions, expulsions shall be taken against a truant minor for his or her truancy.
- A protocol for cooperating with the ROE 8 and their Truancy Specialists to develop interventions to support students and their families with chronic absenteeism.
- A protocol for implementing and monitoring an individualized Attendance Plan for each student identified as Truant.
- Outreach services will be provided for targeted truant students and weekly monitoring of these services will be documented and evaluated on a monthly basis.
- A process for a 17 year old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous 6 months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled

according to provisions in 7:50, *Students School Admissions and Transfers To and From Non-District Schools*.

- A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum academic or attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

4. Incorporation of the chronic absenteeism report and support provisions of School Code. Per Section 26-18 of the School Code.

Beginning July 1, 2018, every school district, charter school, alternative school, or any school receiving public funds (“covered entity”) is required to:

- collect and review its chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success.
- The review shall include an analysis of chronic absence data from each attendance center or campus of the school district, charter school, or alternative school or other school receiving public funds.
- Provide a system of support to students who are at risk of reaching or exceeding chronic absence levels with strategies such as those available through the Illinois Multi-tiered Systems of Support Network.
- Make resources available to families such as those available through ISBE’s Family Engagement Framework to support and engage students and their families to encourage heightened school engagement and improved daily school attendance.

LEGAL REF.:

105 ILCS 5/26-1 through 16.

705 ILCS 405/3-33.5, Juvenile Court Act of 1987.

23 Ill.Admin.Code §§1.242 and 1.290.

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:340 (Student Records)

Adopted: December 13, 2022