

# New State Attendance Timelines

2019-2020

## Excessive Absences

### Definition:

- Absent 38 or more hours in a month (6 days) with or without a legitimate excuse or:
- Absent 65 or more hours in a year (10 days) with or without a legitimate excuse

School Responsibilities	Notification to Parents	Emis Reporting	ODE notification
Track hours*	Letter mailed within 7 days of the triggering absences	Yes	Within 7 days of the triggering absences

\*Hours will now include late to school and early dismissal.

## Habitual Truancy

### Definition:

- Absent 30 or more consecutive hours (5 Days) without a legitimate excuse;
- Absent 42 or more hours in one month (6.5 days) without a legitimate excuse;
- Absent 72 or more hours in one year (11 days) without a legitimate excuse.

Hours Absent	Notification to Parents	Emis Reporting	ODE notification
30 consecutive hours	Letter to parent upon reaching 30 consecutive hours	Yes	Within 7 days of the triggering absence
42 hours	Letter to parent triggered at 38 hours of absence and again at 42 hours	Yes	Within 7 days of the triggering absence
72 hours	Letter to parent triggered at 65 hours of absence and again at 72 hours	Yes	Within 7 days of the triggering absence

# Habitual Truancy

## Absence Intervention Plan/Team

### Definition:

- Members of the school team with knowledge of the student, including the student and the parent
- 5% or above truancy rate, must have a team
- Below 5% rate, must have a plan
- Plan must be implemented for 60 days before filing a complaint with the Courts

Plan Timelines	School/District Actions	Notification to Parents	EMIS Reporting	ODE notification
Within 7 days of the triggering absence	Select members of the intervention team	Make 3 meaningful attempts to secure the parent's participation	None	None
Within 10 days of the triggering absence	Principal assigns student to the AIT (resources: alarm clock, alternate transportation, caregiver)	3 meaningful attempts from above	None	None
Within 14 days of the triggering absence	<b>Team will develop the plan</b>	<b>Parents continued to be encouraged to attend</b>	<b>Yes</b>	<b>Yes</b>
Day 15	Implement Plan for 60 days (Mentor: liaison, teacher, PBIS member))	Notify parent of the plan within 7 days	None	None
Day 61 of the Attendance Intervention Plan*	File truancy with the court	Parent notified in writing as in past practice	Same process as in the past	None

\*A **complaint** may be filed if the following criteria are met:

- The student meets **one** of the hours criteria
- The District has made meaningful attempts to reengage the student through an absence intervention plan or other intervention strategies
- The student has not made progress or refused to participate in the plan/strategies
- The child has been absent **without** legitimate excuse for the 30 or 42 hours **during** the implementation of an intervention plan.

### Key Points

- District is above the 5% rate, which means a team and a plan are necessary
- You cannot suspend or expel for truancy
- You cannot carry over a suspension, for any disciplinary reason, to the next school year
- State has not rolled out how to notify ODE/EMIS codes at this time