

New State Attendance Timelines

2018-19

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	Team will develop the plan	Parents continued to be encouraged to attend	Yes	Yes
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