

## Governance Committee Meeting

July 15, 2015

Attending: Stephanie Miller, Jean Walker, Justin Belanger, Travis Works (via email and text)

1 )The committee studied the attendance data:

### **Average Daily Attendance was 94%**

#### **Breakdown:**

Out of 18,012 possible days (number of students multiplied by the number of days each was enrolled)

851 = Absences Excused

641 = Tardies

265 = Absences Unexcused

357 = Dismissals

#### **Students with 10 or more of the following:**

33 students = Absent Excused

23 students = Tardies

4 students = Dismissal

3 students = Unexcused

We had a record amount of students that were sick this year and that accounts for the bulk of the absences.

Nevertheless, we have 4 students that were dismissed more than 10 times and 23 students with 10 late arrivals or more (tardy).

2) The committee looked at our attendance and tardiness statements and worked on changing some wording:

### **Attendance**

#### **Attendance Philosophy**

At Cornville Regional Charter School, we view each day as an essential learning opportunity. A significant part of your child's education experience is derived from classroom participation, activities, discussion and relationships. Regular attendance is crucial for your child to attain the maximum benefit from the school experience. Therefore, we expect excellent attendance of our students. Missing school regularly not only is detrimental to a child's learning, but also can create poor learning habits. Of course, if your child is sick or has a communicable illness, he or she should stay at home to rest and recover.

Any absence from school will need to be explained by a telephone call on the morning of the absence. If a call is not received, CRCS will call home. Please send an email or a note with your child on his/her return to school to specify the date(s) absent and the reason for absence with a parent's signature.

Should a child have excessive absences, CRCS ~~may~~ **will** require a conference with the parents, student, and the principal to devise an action plan for ensuring the child ~~does not fall behind in school~~ **has the most optimal learning experience.**

## Unexcused Absences

On occasion, students are taken out of school for family vacations during times when school is in session. These vacations are considered as unexcused absences unless, prior to the vacation, the parents submit an educational plan to the principal and the principal preapproves the plan and verifies completion of the plan post-vacation. **Parents should consult with teachers to identify learning targets, activities, and learning experiences that meet the individual child's needs.** Teachers are not required to give vacation homework or to give make-up assignments, tests, or assessments. It is important to be aware that such absences, excused or unexcused, make it difficult for students to master concepts taught and reinforced in the classroom program.

## Excused Absences

Excused absences are absences where a student is too ill to report to school, or has a communicable disease, family emergency, health care appointment or justifiable personal reason. The school office should be informed promptly if your child has a communicable disease so that we can notify other parents if necessary.

## Tardiness

~~From experience, we have learned that the first moments of the day are critical to the way the whole day goes. Having everyone present at this time is essential. Excessive tardiness will need to be discussed with the parents and principal.~~

**It is a reasonable expectation that, in order for learning to exist, each student must arrive to school on time. The first moments of the day are critical to the way the whole day goes. Having everyone present at this time is essential. A student who is tardy to school not only places his or her learning in jeopardy, but also interrupts the learning of other students. The office will send home letters periodically indicating the amount of absences, tardies, and early dismissals that each child has accumulated. If letters home and scheduled meetings do not change attendance patterns for a child with excessive negative attendance data, then a referral to an outside agency (DHHS) may be made by the principal.**

## Early Dismissal

If your child must leave school early because of a health appointment or other reason, please notify the classroom teacher in advance.

**Recommendation to the board: No action. The Governance Committee will revisit these changes at the next committee meeting before reporting out.**

Respectfully submitted,  
Jean Walker