

Differences to Note in This Year's School Calendar

Important Information to Understand: Each school district in Utah schedules its calendar to meet local needs. Regardless of Early Dismissals and holidays, all schools are required to be in session for 990 hours **and** at least 180 days each year.

New This Year! Middle School and High School will participate in Early Dismissal each Monday at 1:45 p.m. for teacher planning and Common Core implementation. Grades K-6 Early Dismissal remains the same—at 12:45 each Monday.

Other Dates to Note:

- Mon., Oct. 24 is Early Dismissal **for all grades at 12:45**. The staff is involved in District wide training.
- Thanksgiving Week is unique!
 - a) Mon. Nov. 21 is regular Early Dismissal (Grades K-6 at 12:45; Grades 7-12 at 1:45).
 - b) Tues., Nov. 22 is the end of first trimester. **All grades will dismiss at 12:45** to allow teachers grading preparation.
 - c) Wed.-Fri., Nov. 23 - 25 is no school for Thanksgiving Holiday.
- March has three unique dates to note:
 - a) Fri., Mar. 2 is the end of second trimester. **All grades will dismiss at 12:45** to allow teachers grading preparation.
 - b) The week of March 12-16, regular Mon. Early Dismissal is 'flipped' with Fri. This is to accommodate the many community needs for the Half Marathon on Friday. So:
 - Mon., Mar. 12th **no Early Dismissal K-12**.
 - Fri., Mar. 16 **is** Early Dismissal. Grades K-6 will dismiss at 12:45; Grades 7-12 will dismiss at 1:45.

As you learn about the new Attendance Policy, if you have questions, please call your school's office or the District Office:

High School	259-8933	HMK Elementary	259-7350
Middle School	259-7158	District Office	250-5317

Grand County School District

2011 - 2012 Attendance Policy Changes

Important Note: Parents, please make sure the school office has your current contact information at all times. Thanks!

Overview: Few factors have greater influence upon a student's achievement than regular attendance. In the past, Grand County School District has gone beyond the requirements of Utah law to promote and support student attendance. This year, attendance clerk positions in schools have been cut. Grand County Schools will remain in compliance with Utah Code 53A-11-101 governing student compulsory education and truancy, but attendance practices will be changed. The purpose of this booklet is to define these changes.

Definitions

- Absence - failure of a student to attend a part of, or all of, a school day
- Truant (Compulsory Education Violation) - absent without a valid excuse
- Valid excuse -
 - a) illness
 - b) family death
 - c) absence authorized in a student's Special Education IEP or 504 Plan
 - d) school-authorized activity (such as sports or extracurricular activities)
 - e) extenuating circumstance approved by the principal and deemed by the principal as not adversely impacting the student's education (such as pre-approved absences; medical or court appointments; etc.)
- Parent - parent or guardian
- Principal - principal or designee

Requirements:

- 1) The parent of an absent student must provide the school with a valid, written, signed excuse within 5 school days of the absence (the first day of the absence if it involves more than one day). Each school will inform parents of the process to submit the written note.
- 2) The parent may use a preprinted form available through the school office or District website (www.grandschools.org). The parent may write his/her own note, but the following information must be included or the excuse will not be accepted (**please print**):
 - date the excuse is written
 - student's name
 - student's grade
 - name of the child's teacher (K-6 only)
 - date(s) of the absence(s)
 - statement of the valid excuse for absence
 - parent's name printed
 - parent's signature
- 3) As required by State Code, an absence without a valid excuse will be considered a truancy, or violation of compulsory education law, and will be handled as follows:
Grades K-6
 - Parents send written excuses to the child's classroom teacher.
 - At 5 absences without valid excuses, the principal will send the parent a Notice of Compulsory Education Violation via certified mail. This Notice will direct the parent to meet with the principal to resolve attendance issues. Failure of the parent to attend this meeting, or to resolve the problem, is deemed in State Code a Class B Misdemeanor.
 - Should the student reach a total of 10 absences without valid excuses, the principal will submit the parent's name to the District Attorney for resolution of the violation.
Grades 7-12
 - Parent written excuses are sent to the office.
 - At 5 truanancies, the principal will send the parent a Notice of Truancy via certified mail. This Notice will direct the parent and the student to meet with the principal to resolve attendance issues. Failure of the parent to attend this meeting, or to resolve the problem is deemed in State Code a Class B Misdemeanor.
 - At 10 truanancies, the principal will submit student's name to Juvenile Court as an 'habitual truant.'

Comparing the Old Attendance Policy With the New

In what ways is the new Attendance Policy the same as the old policy?

- A parent must excuse each absence of his/her student.
- A parent must still request principal approval for a pre-arranged absence at least 2 days in advance. The school does not guarantee pre-collection of work the student will miss during the absence. Upon return, the student is given two days per each day absent to hand in work missed during the absence. It is the responsibility of the parent to oversee the completion and submission of work missed by the child during the absence.

In what way is the new Attendance Policy different from the old policy?

- There are no longer attendance clerks in the school offices.
- Parents are no longer required to submit doctors' notes. However, the principal retains the authority to contact parents and require attendance meetings should there be concern.
- Parent phone calls to excuse students are no longer possible. Written notes are required of the parent indicating valid excuses.
- School office staff will no longer call parents when a student is absent. The school will make an effort to notify the parent via an automated phone system when a student has been marked absent.
- Tardies will be addressed in each school. See each school's handbook for details.