

ALTERNATIVE EDUCATION ACADEMY TRUANCY PROCEDURES

The Board of Directors directs its operator to implement the following procedures with respect to communicating with parents and students concerning absence of students without legitimate excuse:

- In the event that a student fails to login to school during any regularly scheduled school day, the School shall notify the parent/guardian via telephone call and email within 24 hours.
- The School shall send via email and regular mail truancy letters to parents/guardians of students informing the parent/guardian of the amount of time that the student has missed and warning the parent/guardian of the consequences as follows:

3 consecutive days of absence: a letter warning the parent/guardian that if the student continues to fail to login, the parent/guardian will be required to attend a parent educational program.

5 consecutive days of absence: a letter informing the parent/guardian that their student is considered a habitual truant under the laws of the State of Ohio and that continued failure to attend will result in the School implementing intervention strategies and/or filing a complaint against the parent/guardian and student in juvenile court. Informing the parent/guardian that they are now required to attend a parent educational program provided by the School and providing information with respect to the program.

7 consecutive days of absence: a letter informing the parent/guardian that their student is considered a chronic truant and the School is required by law to file a complaint against the parent/guardian and student in juvenile court. Moreover, if the student fails to login for 70 consecutive hours of learning opportunities, the student's driver's license or permit shall be suspended.

10 consecutive days of absence: a letter informing the parent/guardian and student that the student's driver's license or permit will be suspended or the student will be prevented from obtaining a license or permit.

- Develop and implement a parent education program consistent with rules adopted by the state board of education for the purpose of encouraging parental involvement in compelling the attendance of their child at school.
- Develop internal procedures for suspending student driver's licenses and permits for nonattendance that are consistent with due process requirements.

- Develop additional intervention strategies to be employed in an effort to encourage student attendance.