

## **ALTERNATIVE EDUCATION ACADEMY TRUANCY POLICY**

The Board of Directors adopts this policy for the purpose of guiding the School's operator and School staff in addressing and ameliorating student absences. The School will track the attendance of its students.

### Attendance

A student is considered in attendance when they satisfy either of the following conditions:

- The student participates in at least 90% of the instructional activities offered by the School in that school year; or

The student is on pace for on-time completion of the courses in which the student is enrolled. The School defines on pace for on-time completion to mean the student is meeting the requirements outlined in the School's Student Engagement Policy.

Instructional activities mean the following classroom-based or non-classroom-based activities that a student is expected to complete, participate in, or attend during any given school day:

- Online logins to curriculum or programs;
- Offline activities;
- Completed assignments within a particular program, curriculum, or class;
- Testing;
- Face-to-face communications or meetings with School staff or service providers;
- Telephone or video conferences with School staff or service providers
- Other documented communication with School staff or service providers related to School curriculum or programs.

If a student is not considered in attendance, they shall be considered absent for those hours of instructional activities offered by the School in that school year in which the student does not participate.

The attendance officer or assistant shall investigate possible attendance violations and is authorized under Ohio law to take necessary actions in order to enforce the compulsory education laws, including the ability to serve warrants and enter places where students are employed.

The attendance officer or their assistant shall examine any case of supposed truancy within the School and shall warn the child, if found truant, and their parent or guardian, in writing, of the legal consequences for being truant as outlined below.

### 30 or More Cumulative Hours of Absence

In the event that a student has 30 or more hours of unexcused absences in any semester, the School shall submit a written report to the student's parent, guardian, or custodian.

A student shall become subject to certain consequences, including disenrollment from the School, if both of the following conditions are satisfied:

- If after the parent, guardian, or custodian receives written report, as specified above, the student fails to comply with this Truancy Policy within the time frames established in the School's Student Engagement Policy;

AND

- Intervention strategies (listed below) fail to cause a student's attendance to comply with the Truancy Policy.

Intervention Strategies: The School may implement one or more intervention strategies, including but not limited to, the following:

1. Providing counseling for truant students;
2. Requiring the parent and student to participate in the creation and implementation of an individualized Student Engagement Plan;
3. Requesting or requiring a parent/guardian to attend parental involvement programs;
4. Requesting or requiring a parent/guardian to attend truancy prevention mediation programs;
5. Notification of the registrar of motor vehicles; and/or
6. Taking necessary or required legal actions.

Interventions will be applied to best serve the student and the School on a case-by-case basis. Intervention periods should not exceed two weeks. After two weeks, the student will be re-evaluated as to whether they meet the attendance standards. If the student is not meeting the attendance requirements at that point, he or she may be disenrolled.

If the School disenrolls a student due to this policy, the student shall not be eligible to enroll in this School for the remainder of the school year. The School shall provide the student's parent, guardian, or custodian with a list of alternative educational options, and, within 48-hours of the student's disenrollment the School shall notify the student's resident school district in writing of the disenrollment.

### **Habitual Truancy**

“Habitual truants,” are defined as students that are absent without legitimate excuse for 30 or more consecutive hours, 42 or more hours in one school month, or 72 or more hours in a school year. In the event a student meets the threshold for habitual truancy, the School shall implement one or more of the intervention strategies listed above.

#### *Complaints in Juvenile Court for Habitual Truancy*

A habitually truant student’s continued absence and/or failure to participate and make satisfactory progress after the implementation of one or more of the above intervention strategies may require the attendance officer to file a complaint in juvenile court, naming both the student and the student’s parent, guardian, or other person having care of the student and alleging that the student is an unruly child based on habitual truancy. Any such complaint shall be made in accordance with timelines and conditions established by law.

### **Mandatory Withdrawal**

Any student that without a legitimate excuse fails to attend seventy-two (72) consecutive hours will be automatically withdrawn from the school.

### **Special Education Students**

When a student receiving Special Education services through an Individualized Education Plan (IEP) is in violation of this policy, consultation with the School’s Special Education Manager shall occur before any interventions are implemented. All follow up actions will be taken in accordance with IDEA.

### **Reporting**

The School shall track and report relevant truancy information to the Department of Education as required by law.