

PAR EXCELLENCE ACADEMY
TRUANCY POLICY

Par Excellence Academy's Board of Directors (the "Board") endeavors to reduce truancy through cooperation with parents, diligence in investigating the causes of absence and use of strict guidelines in regard to tardiness and unexcused absence.

Within one hundred twenty minutes after the beginning of each school day, the School's attendance officer, their assistant or designee, shall make at least one attempt to contact, the parent, guardian, or other person having care of any student who was absent without legitimate excuse from the school as of the beginning of that school day. An attempt to contact a student's parent, guardian or other person having care of the student shall be made through one of the following methods:

- A telephone call placed in person;
- An automated telephone call via a system that includes verification that each call was actually placed and either the call was answered by its intended recipient or a voice mail message was left relaying the required information;
- A notification sent through the School's automated student information system;
- A text-based communication sent to parent's, guardian's or other person's electronic wireless communication device;
- A notification sent to an electronic mail address of the parent, guardian or other person;
- A visit, in person, to the student's residence of record;
- Any other notification procedure that has been adopted by the Board.

The School's 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.

When Par Excellence Academy ("PAR") determines that a student has been truant and that the parent, guardian or other person having care of a child has failed to ensure the child's attendance at school, State law authorizes the Board to require the parent to attend a specified educational program.

This program has been established according to the rules adopted by the State Board of Education for the purpose of encouraging parental involvement in compelling the child's attendance at school.

On the request of the Superintendent, or when it comes to the attention of the School's attendance officer or other appropriate officer of PAR, the designated officer must investigate any case of

supposed truancy and must warn the child, if found truant, and the child's parent in writing of the legal consequences of being a "habitual" truant.

The parent is required to have the child attend school immediately after notification. If the parent fails to get the child to attend school, the attendance officer or other appropriate officer, if directed by the Superintendent or the Board, must send notice requiring the child's parent to attend a parental education program.

A "habitual truant" is any child of compulsory school age who is absent without a legitimate excuse for 30 or more consecutive hours, 42 or more hours in one month or 72 or more hours in a school year.

Regarding attendance issues, PAR must take as an intervention strategy any appropriate action contained in the Board policy and meeting requirements further detailed below.

The Board directs the School administration to develop intervention strategies that include any of the following actions as applicable:

1. providing an absence intervention plan (the "Plan") as described below;
2. providing counseling for truant students;
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 to the registrar of motor vehicles; or
6. taking appropriate legal action.

PAR shall not suspend a student solely for being truant.

The attendance officer shall provide notice of "excessive absence" to the parent of a student of compulsory school age who is absent with a nonmedical excuse or without legitimate excuse for 38 or more hours in one school month or 65 or more hours in a school year within seven days after the date of the absence triggering the notice. At the time of notice, PAR may take any appropriate action as outlined in this policy as an intervention strategy and/or may refer the student and their family to community resources to help alleviate the continued absence from PAR.

When a student's absences surpass the threshold for a habitual truant, the principal or the Superintendent assigns the student to an absence intervention team within 10 days of the triggering event. The absence intervention team must be developed within seven school days of the triggering event and is based on the needs of the individual student. The team must include a representative from PAR, a representative from PAR who knows the student and the student's parent or their designee, and also may include a school psychologist, counselor, social worker or representative of an agency designed to assist students and their families in reducing

absences. During the seven days while developing the team, the Superintendent or principal, or their designee, shall make at least three meaningful, good faith attempts to secure participation of the student's parent. Such attempts must include different means, such as but not limited to, phone calls, emails, letters, and/or home visits. If the student's parent is unresponsive PAR shall investigate whether the failure to respond triggers mandatory reporting to the appropriate children's services agency and instructs the absence team to develop the Plan without the parent and instruct the absence intervention team to develop a Plan notwithstanding the parent's absence. Should a parent respond but is unable to participate, the principal or their designee shall inform the parent of their right to appoint a designee.

Within 14 school days after a student is assigned to a team, the team develops a student specific Plan to work to reduce or eliminate further absences. The Plan includes, at minimum a statement the attendance officer will file a complaint in juvenile court not later than 61 days after the date the Plan is implemented if the student refuses to participate or fails to make satisfactory progress. PAR shall make reasonable efforts to provide the student's parent with written notice of the Plan within seven days of development.

The Plan for a student may include contacting the juvenile court to have a student informally enrolled in an alternative to adjudication. The Board directs the Superintendent to develop written procedures regarding the use of and selection process for offering these alternatives to ensure fairness.

If the student becomes habitually truant within 21 school days prior to the last day of instruction of a school year, the District may either assign a school official to work with the student's parent to develop a Plan during the summer and implement said Plan no later than seven days prior to the first day of instruction of the next school year, or reconvene the absence intervention process on the first day of instruction of the next school year.

Should PAR have a chronic absenteeism percentage that is less than 5%, as displayed on PAR's most recent local report card, it shall be exempt from the requirement to assign habitually truant students to an absence intervention team for the following school year and shall instead take any appropriate action as an intervention strategy as described above. In the event that the intervention strategies fail, within 61 days after their implementation, the attendance officer shall file a complaint in juvenile court, provided that all conditions described below are met.

The attendance officer shall file a complaint against the student in juvenile court on the 61st day after implementation of the Plan when:

1. the student's absences have surpassed the threshold for a habitual truant;
2. PAR has made meaningful attempts to re-engage the student through the Plan, other intervention strategies and any offered alternatives to adjudication; and
3. the student has refused to participate in or failed to make satisfactory progress on the Plan or any offered intervention strategies or alternatives to adjudication as determined by the absence intervention team.

If the 61st day after intervention falls on a day during the summer months, PAR, in its discretion, may extend the implementation of the Plan and delay the filing of the complaint for an additional 30 days after the first day of instruction of the next school year.

Unless the absence intervention team determines the student has made substantial progress on their Plan, the attendance officer shall file a complaint against the student in juvenile court if the student is absent without legitimate excuse for 30 or more consecutive hours or 42 or more hours during a school month at any time during the implementation phase of the Plan or other intervention strategy.

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

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