

BP619

HIGH SCHOOL ATTENDANCE & GRADING

High school students will adhere to the following policy as it relates to high school attendance. (For general guidelines, refer to BP602.)

In the event of illness that would require an absence from school, the principal will accept a parent note on five occasions (This applies only to the illness of a student.) per semester. These five occasions will be excused absences. The occasions may be for one or more days. If the illness becomes extended (four or more days, the principal may request a medical or other statement to verify the illness. After these five occasions, medical or other professional statements provided by a doctor, dentist, etc. may be required for each occasion. Lack of this statement will cause the absence to become unexcused.

Unexcused absences could result in the following penalties:

1st offense - parent conference

2nd offense - possible 5 day placement at the ALC

3rd offense - possible 10 day placement at the ALC

4th offense - possible long-term placement at the ALC or expulsion

Upon the 3rd offense, the principal will confer with the Drop-out Coordinator to determine if a truancy petition should be filed.

Excessive tardies result in lost learning time for students. A student with a total of four cumulative unexcused tardies during a semester grading period will receive in-school detention and parent notification. Each subsequent tardy during a semester will result in detention.

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A record of class absences will be kept by each teacher. A student missing more than twenty (20) minutes of the class period of a class period is considered absent for that class. Principals may require a conference with a student's parents if there is a question on the authenticity of a parent note. A parent is expected to provide a written excuse for a student's absence(s). This excuse should be on file within two days of the student's return to school unless there is a family emergency that prevents the timely presentation of the note. Failure to present a note will result in the absence being unexcused.

All students in grades 9-12 are required to take a comprehensive six weeks tests in each course for first, second, fourth, and fifth six weeks grading periods

Grade averages for each course are determined as follows:

1. Semester Average

Students taking semester exam: Average of three six weeks' - 80%; the remaining 20% being the semester test score.

Students exempt from semester exam: Three six weeks averaged equally.

2. Six weeks grade computation

Daily average (quizzes, homework, etc.) - $66\frac{2}{3}\%$

Test average (at least two major tests; one must be cumulative) - $33\frac{1}{3}\%$