

Truancy vs. Loss of Credit

Truancy:

If a student: 1) is absent on three or more days (or only part of a day) within a four-week period. Or 2) is absent from school on ten or more days (or only part of a day) within a six-month period in the same school year.

Then a complaint is filed against the parent and/or student in court in accordance with compulsory attendance law. **Notice: Students cannot make up absences for truancy.**

Loss of Credit:

When a student misses more than 10% of their class days (excused or unexcused), the student is denied credit for the class, even if they have a passing grade. If the student misses more than 25% the student will lose credit and be ineligible for Credit Recovery.

Principal's Plan for Credit Recovery

State law requires a student attend 90% of the class periods. That means a student cannot miss more than 10% of the semester days of a given course in order to receive credit. If a student misses more than 10% of their days they must participate in the Credit Recovery program to make up time for the absences over 10%. However, if a student misses over 25% of their class days, the student is ineligible to participate in the Credit Recovery Program. Failure to participate in the Credit Recovery Program or being ineligible to do so will result in a loss of credit/NG (No Grade) in that class.

For the 2014-2015 school year that means:

In the Fall (79 Total Class Days)

8 Absences = Loss of Credit (NG)

20 Absences = Ineligible for C.R.

In the Spring (100 Total Class Days)

11 Absences = Loss of Credit (NG)

26 Absences = Ineligible for C.R.

Woodrow Wilson High School



How will a student know if they need to make up time?

Students are responsible for keeping track of their own attendance throughout the semester and making sure that they don't end up missing over 10% of their total class days by the end of the semester.

-Every 6 weeks, teachers will be given a list of their students' attendance to aid in counseling them about their attendance.

-Every 3 weeks, student attendance updates will be posted by ID # in front of the attendance office.

*-Always, students and parents can use **parent portal** or request an **attendance report** in the Attendance office after school.*

What an NG looks like on a report card:

I: 10

Term	Grades	Exam	Sem Avg	Credits Earned	Conduct	Excused Absences	Un Exc Absences
FYT	46 76 64	87	66	0.0		2 0 1	0 2 1
FYT	87 72 71	76	77	-.-		2 0 1	0 2 2
FYT	87 85 86	90	87	-.-		2 0 1	0 2 2
FYT	52 70 82	77	69	-.-		2 0 1	0 0 2
S1	100 100 100	100	100	0.5		0 0 0	0 0 0
FYT	99 72 88	93	87	0.5		1 0 0	0 1 2
FYT	90 83 84	77	84	0.5		1 0 0	0 0 0
FYT	90 90 90	80	89	0.5		1 0 0	0 0 1
FYT	93					1	0
S2	70					1	0
FYT	84					1	0
FYT	70					1	0
S2	100					1	1
FYT	80					3	1
FYT	87					3	0
FYT	65					3	0
TOTAL: 2.0 LC: 0.0 GPA: 82.38 Cum Credits:							

Making Up Hours

1st Six Weeks 2nd Six Weeks 3rd Six Weeks

Tutoring with Teacher (Through 2nd week of final six weeks)

Credit Recovery Saturdays

Student tutoring logs are due the 2nd week of the 3rd six weeks.

After this point students may only make up 5hrs in Saturday School credit recovery sessions(3 sessions available).

Principal's Plan for Credit Recovery

New Changes

Attendance Committee Appeals

How does a student make up time through credit recovery?

Until the 2nd week of the last six weeks of the semester, students can attend supplemental **tutoring** or instructional activities with their teacher in order to make up time. 45 minutes for every absence over 10% must be documented on a tutoring log (**available in the attendance office**) and turned into the attendance office by the end of the 2nd week of the last six weeks of the semester.

After the 2nd week of the last six weeks of the semester, students may only make up an additional 5hrs for a class and they have to be made up by attending a **Credit Recovery Saturday School Session** and completing the Teacher's Credit Recovery Assignment. The Teacher's Credit Recovery Assignment is a teacher designed, content specific assignment that is worth a maximum of 5 make up hours.

At the end of the semester, teachers will be given a final report of their students NG status to sign off on, and the attendance committee will then review the entire school's Credit Recovery program/progress and give final approval to be sent to the Data Controller.

Tutoring, then Credit Recovery Saturdays

This change was made to encourage students to take responsibilities for their absences earlier in the semester. Tutoring is most effective when students attend tutoring sessions earlier in the semester, quickly after they are absent.

Seniors, Step It Up!

Initiative #1: Seniors who NG any class will be ineligible to attend senior end of the year activities (Prom, All Night Party, etc...)

Initiative #2: In order to remove one NG, seniors must remove all of them.

Seniors are not eligible to have an NG removed unless they meet the requirements to remove all of the NGs. A senior cannot just make up time in classes they need for graduation.

Reconnect

Students that are ineligible to make up time in a class will be ineligible to take that class in Reconnect later on.

Important Due Dates:

Fall

Tutoring Logs Due: Nov 21st

Credit Recovery Saturday Sessions: Nov 22nd, Dec 6th, and Dec 13th

Appeal Deadline: Dec 13th

Spring

Tutoring Logs Due: May 1st

Senior NG Make Up (To go to Senior Activities): April 24th

Credit Recovery Saturday Sessions:

May 2nd, May 9th, May 16th, May 23rd

Appeal Deadline: May 23rd

A student has the right to appeal to the Woodrow Attendance Committee to request one of the types of appeals below due to extenuating circumstances. The committee, which is made up of teachers, an administrator, and counselors will consider the appeal based on a combination of the severity of the extenuating circumstances, the student's attendance record, the student's grades, and the documentation/letter provided.

Types of Appeals:

1. Full Pardon (Health or Hardship)
2. Deadline Extension
3. Reduction of Hours Owed
4. Removal of Ineligible Block

In order to appeal the student must:

1. Have an adult (parent or teacher) petition with them.
2. Sign up for an appeal hearing in the attendance office.
3. Present documentation showing extenuating circumstances to the committee.
4. Write a letter explaining their reason for appeal.
5. Provide an attendance report.