

1 **Ovando School District #11**

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3 **STUDENTS**

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5 Attendance Policy - Truancy

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7 Students are expected to attend all assigned classes each day. Teachers shall keep a record of absence and
8 tardiness. Before the end of the school day, each school shall attempt to contact every parent, guardian,
9 or custodian whose child is absent from school but who has not reported the child as absent for the school
10 day, to determine whether the parent, guardian, or custodian is aware of the child’s absence from school.

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12 For the purpose of this policy “truant” or “truancy” means the persistent non-attendance without excuse,
13 as defined by this policy, for all or any part of a school day equivalent to the length of one class period of
14 a child required to attend a school under 20-5-103. “Habitual truancy” means recorded unexcused
15 absences of 9 or more days or 54 or more parts of a day, whichever is less, in 1 school year.

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17 *[The Ovando school district’s definition of non-attendance without excuse is stated in the respective*
18 *student handbooks]*

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21 (3rd class districts with a dropout rate at or below the statewide average dropout rate as calculated by the
22 office of public instruction may appoint an attendance officer) The Ovando School district has appointed
23 the Supervising teacher as the attendance officer. If the district does not appoint an attendance officer, the
24 county superintendent must be the attendance officer.

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26 Upon the board designating one or more of its staff as the attendance officer(s), the attendance officer(s)
27 shall have the powers and duties as stated in 20-5-105(1) (Section 2), MCA.

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30 Legal Reference:	§ 20-5-103, MCA	Compulsory attendance and excuses
31	§ 20-5-104, MCA	Attendance officer
32	§ 20-5-105, MCA	Attendance officer – powers and duties
33	§ 20-5-106, MCA	Truancy
34	§ 20-5-107, MCA	Incapacitated and indigent child attendance
35	§ 41-5-103(22), MCA	Definitions

36 Procedure History:

37 Promulgated on: March 10, 2014

38 Reviewed on: February 10, 2014

39 Revised on: February 10, 2014