



Responsible Office: Office of the Deputy Superintendent

**BOARD POLICY 5400
STUDENT ATTENDANCE**

PURPOSE

The attendance policy is designed to keep students in school and provide them access to the curriculum. This policy and the associated documents shall describe the guidelines set forth regarding student attendance in the Washoe County School District ("District").

DEFINITIONS

1. A student is deemed "habitual truant" when that student:
 - a. Has been declared truant three or more times in a school year;
 - b. Was declared a habitual truant in the previous school year and then is absent from school without the written approval of the parent/guardian or the school, as applicable. (NRS 392.140)

POLICY

1. Regular class attendance by students contributes to the educational process and is necessary to satisfactorily complete the requirements of any class or subject offered.
2. If an attendance concern begins to occur, counselors, teachers, and administrators are expected to work cooperatively with the student and parent(s)/guardian(s) to attempt to resolve the situation so that the school can continue to work towards the academic, social, and emotional growth of the student.
3. Faculty and staff recognize their responsibilities to encourage students to attend school and to conduct the curriculum in such a manner as to provide for the individual needs of students.
4. In accordance with state law, children enrolled in a District school must meet the minimum student attendance requirement as established in this policy and any implementing regulations or procedures.

- i. Children between the ages of 7 and 18 years shall be enrolled in and attending school, unless the student has graduated from high school. These compulsory age limits, including age of entrance, shall be followed by the District's schools.
 - ii. No student shall be retained at the elementary or middle school level due strictly to attendance. .
 - iii. No student shall fail a course at the high school level due strictly to attendance.
5. The Superintendent shall cause to be created, in compliance with state laws and regulations, procedures for:
 - i. Monitoring and reporting student attendance;
 - ii. Communicating attendance, to include potential concerns, to the student's parent/guardian;
 - iii. Ensure protocols exist to enable students to make-up work as a result of missed school time;
 - iv. Identifying students deemed a habitual truant, investigating the cause(s) of the behavior, and consideration of modifications of the student's educational program to provide opportunities for success;
 - v. Providing for interventions for students in danger of losing credit as a result of poor attendance or truancy; and,
 - vi. Students attending distance education, online courses, and any other hybrid learning model.
6. Student Attendance Advisory Committee
 - i. The District shall maintain a community advisory committee, known as the Student Attendance Advisory Committee, for the purpose of reviewing data related to student attendance and truancy; identifying factors that contribute to truancy; recommending programs to reduce truancy; and communicating the policies and programs of the District to students and their families.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) to include:

- a. Chapter 392, Pupils, and specifically:
 - i. NRS 392.040 – 392.125, Compulsory and Excused Attendance; Retention.

REVIEW AND REPORTING

1. This document shall be reviewed as part of the bi-annual review and reporting process, following each regular session of the Nevada Legislature. The Board of Trustees shall receive notification of any required changes to the policy as well as an audit of the accompanying documents.
2. Administrative regulations, and/or other associated documents, will be developed as necessary to implement this policy.

REVISION HISTORY

Date	Revision	Modification
2/18/2009	1.0	Adopted as Board Policy 5035
3/10/2015	2.0	Revised: Number changed from 5035
5/22/2018	3.0	Revised: changed attendance from 90% attendance to 10% missed, added Student Attendance Advisory Committee
8/11/2020	4.0	Revised: removed 10% language, added language related to online and distance learning