

## Students

**SUBJECT: CLASS ATTENDANCE AND GRADING (MINIMAL ATTENDANCE) – HIGH SCHOOL AND MIDDLE SCHOOL**

The process of education requires continuity of instruction, student interaction, classroom participation, and well planned instructional activity. The District's attendance policy is based on the principle that regular school attendance maximizes the student's interaction with his/her teachers and peers, and is a major component of academic success. Regular attendance is expected in all classes, and is considered essential for student success in school.

The District further believes the classroom participation is related to and affects a student's performance and grasp of the subject matter and, as such, is properly reflected in a student's final grade. For purposes of this policy, classroom participation means that a student is in class and prepared to work.

Any student with more than 36 absences in a course, for any reason (including legal and illegal absences), may not receive credit for the course. Once a student has exceeded the allowed number of absences in a course, the student will be denied the opportunity to take future exams in that course; where a student earns a passing grade, credit will not be denied for the course(s).

For courses meeting one 1/2 year or 1/4 year, the same policy will apply and the calculation of absences will be prorated accordingly.

Transfers and students re-enrolling after having dropped out will be expected to attend a minimum of 80% of the scheduled class meetings during their time of enrollment as a condition for course credit pursuant to this policy. Absences will be prorated according to the possible number of class meetings.

Students will be considered in attendance if the student is:

- a) Physically present in the classroom or working under the direction of the classroom teacher during the class scheduled meeting time; or
- b) Working pursuant to approved independent study program; or
- c) Receiving approved alternative instruction.

If a student identified as having a disability by the Committee on Special Education (CSE) does not meet the attendance requirements, he/she will be referred to the CSE before any other action is taken.

Students who are absent from class due to their participation in a school sponsored activity are to arrange with their teachers to make up any work missed in a timely manner as determined by the student's teacher.

Any student who misses a class is expected immediately upon his or her return to identify the material covered. Except for those intentional absences whereby the student sought to gain an unfair academic advantage (e.g., the student is absent to allow for more time to study for an exam), make up opportunities will be provided for all students absent from class. The student will have the opportunity to make up the classes and work missed in accordance with procedures established by the classroom teacher.

Upon completion of the assigned make up work, the student will be given credit for classroom work as well as classroom participation.

(Continued)

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**SUBJECT: CLASS ATTENDANCE AND GRADING (MINIMAL ATTENDANCE) – HIGH SCHOOL AND MIDDLE SCHOOL (Cont'd.)**

To assure due process, the implementation of this minimal attendance policy will be in accordance with rules and regulations as developed by the administration. Further, the District shall vigorously publicize and disseminate this policy in order to ensure faculty, student, and parental/guardian awareness.

Education Law Section 3210  
8 New York Code of Rules and Regulations  
(NYCRR) Section 109.2

Adopted: 2/13/01  
Reviewed: 2/26/07 – No Changes