

Pepin Area School District**TRUANCY**

Wisconsin State Statute 118.16 defines a “habitual truant” as a student who is absent from school without an acceptable excuse under sub. (4) and s. 118.15 for part or all of five (5) days on which school is held during a school semester. “Truancy” means any absence of part or all of one or more days from school during which the school attendance officer, principal or teacher has not been notified of the legal cause of such absence by the parent or guardian of the absent pupil, and also means intermittent attendance carried on for the purpose of defeating the intent of Wisconsin State Statute 118.15.

The building principal or designee shall serve as the school attendance officer for each school in the district. The school attendance officer shall handle all matters relating to school attendance and truancy. The school attendance officer shall notify the parent/guardian of a student, by registered or certified mail, when the child initially becomes a habitual truant. In accordance with Wisconsin State Statute 118.16, the notice shall include the following:

1. a statement of the parent’s/guardian’s responsibility, under s. 118.15, to cause the child to attend school regularly.
2. a statement that the parent/guardian or child may request program or curriculum modifications for the student under s. 118.15 and that the student may be eligible for enrollment in a program for students at risk.
3. a request that the parent/guardian meet with the appropriate school personnel to discuss the student’s truancy. The notice shall include the name of the school personnel with whom the parent/guardian should meet, a date, time and place for the meeting and the name, address and telephone number of a person to contact to arrange a different date, time or place. The date for the meeting shall be within five (5) school days after the date that the notice is sent, except that with the consent of the student’s parent/guardian the date for the meeting may be extended for an additional five (5) school days.
4. a statement of the penalties, under s. 118.15 that may be imposed on the parent/guardian if he/she fails to cause the student to attend school regularly as required under s. 118.15.

Before any action or referral occurs concerning a student’s truancy, the school attendance officer shall provide evidence that appropriate school personnel in the school or school district in which the student is enrolled have, within the school year during which the truancy occurred, done all of the following:

1. met with the student's parent/guardian to discuss the student's truancy or attempted to meet with the student's parent/guardian and received no response or were refused.
2. provided an opportunity for educational counseling to the child to determine whether a change in the student's curriculum would resolve the student's truancy and have considered program or curriculum modifications under s. 118.15 (1)(d).

Program or Curriculum Modifications

- a. Any student's parent/guardian, or the student if the parent/guardian is notified, may request the administration to provide the student with program or curriculum modifications. A request for program or curriculum modifications must be in writing. Modifications include, but are not limited to:
 - (1) Modifications within the student's current academic program;
 - (2) A school work training or work study program;
 - (3) Enrollment in any alternative public school or program located in Maxville;
 - (4) Enrollment in any nonsectarian private school or program located in the school district which complies with federal nondiscrimination requirements (Title VI of Civil Rights Act). Enrollment of a student under this subdivision shall be pursuant to a contractual agreement which provides for the payment of the student's tuition by the school district;
 - (5) Home-bound study, including nonsectarian correspondence courses or other courses of study approved by the Board of nonsectarian tutoring provided by the school in which the student is enrolled; or
 - (6) Enrollment in any public educational program outside the school district. Enrollment of a student under this subdivision may be pursuant to a contractual agreement between school districts.
- b. Modifications a.(1), (2) and (3) may be implemented at the building level. Modifications a.(4), (5) and (6) may be implemented only by formal Board action. Requests for modification in categories a.(4), (5) and (6) will be submitted to the District Administrator for Board review and action.

- c. A decision regarding a program or curriculum modification request must be made within 90 days of the request except as otherwise specifically provided. If the request relates to a student who has been examined by an Individualized Education Program (IEP) team and has not been recommended for special education, the decision must be made within 30 days of the request. If a program or curriculum modification request is denied, the reason for the denial must be given.
 - d. Appeals from any decision made under these procedures will be reviewed by the Board upon request of the student's parent or guardian. A determination will be rendered, in writing, if the student's parent or guardian so requests.
 - e. Students, parents and guardians shall be notified annually of the availability of alternative programs and curriculum modifications and of the procedures for requesting program and curriculum modifications. This notice shall be provided at the beginning of the school year.
3. evaluated the child to determine whether learning problems may be a cause of the student's truancy and, if so, have taken steps to overcome the learning problems, except that the student need not be evaluated if tests administered to the student within the previous year indicate that the student is performing at his or her grade level.
 4. conducted an evaluation to determine whether social problems may be a cause of the student's truancy and, if so, have taken appropriate action or made appropriate referrals.
 5. Items 1-4 do not apply if a meeting scheduled as described above is not held within 10 days after the date that the habitual truant notice is sent. Items 1-4 do not apply if the school attendance officer provides evidence that appropriate school personnel were unable to carry out the activity due to the student's absences from school.

The Pepin Area School District encompasses two counties: Pepin and Pierce. Each county adopts its own truancy plan. Every reasonable effort will be made to work with students and parents/ guardians in promoting student attendance in school. Once a student has been identified as habitually truant and appropriate procedures have been completed, the school district will follow the truancy plan adopted by the student's county of residence.

LEGAL REF.: Section 118.15 Wisconsin Statutes
Section 118.16 Wisconsin Statutes

Policy Adopted: Unknown
Policy Amended: April 2008