ATTENDANCE POLICY
(REGULATION)

The board of education believes that attendance in regularly scheduled classes is a key factor in student achievement. However, it is important for those students who are ill to stay home when sick. Students who have a fever or a measured temperature greater than or equal to 100 degrees Fahrenheit should not be at school or school activities. Thus, any absence from these classes represents an educational loss to the student. The board recognizes, however, that the cocurricular program of the school also has educational benefit. Therefore, it shall be the policy of this board to minimize absenteeism from regular classes while providing students the opportunity to participate in cocurricular activities.

In accordance with the policy of the board of education, each student in High School and Junior High School (See FDC-R2 for K-6) is required to attend each class unless an absence is excused, a minimum of _____% of the time in order to receive credit for that class.

ABSENCES

Excused absence will be granted for the following reasons:

1. Personal or family illnesses
2. Medical appointments
3. Legal matters, including service on a grand, multicounty grand, or petit jury *
4. Explanatory circumstances deemed necessary by the principal
5. Observance of holidays required by student's religious affiliation.

It is the responsibility of the parent to notify the school by _____ a.m./p.m. if a child is to be absent for one of the above reasons. The school will contact those students' parents who do not call. If no contact is made, the parent must send a note or call the day the child returns before the student can be excused. The student may promptly make up all work missed without penalty. It is the responsibility of the student, on the day of return, to make arrangements to see that the work is made up.

The district will not require medical documentation to support personal or family illness that results in an excused absence. However, students will be required to make up any work that has been missed. Student absences due to a severe, chronic, or life-threatening physical or mental illness, injury, or trauma will be exempted from inclusion in the calculation of the chronic absenteeism indicator of the applicable school site so long as the determination of eligibility is made by the district's medical exemption review committee. The district's medical exemption review committee will be designated by the superintendent on a yearly basis and shall report student absences that are medically exempt to the Oklahoma State Department of Education (OSDE) Office of Accountability.

A student will not be considered absent from school if:

1. They are not physically present at school but are completing work in a distance learning program or virtual online program approved by the school district and are meeting the following attendance requirements:

   a. The student has completed instructional activities for no less than ninety (90%) of the time that services were provided in a virtual or distance learning format. Instructional activities may include online logins to curriculum or programs, offline activities, completed assignments, testing, face-to-face communications or meetings with school personnel via teleconference, videoconference, email, text, or phone.
ATTENDANCE POLICY, REGULATION (Cont.)

b. The student is on pace for on-time completion of the course as required by the school district.

c. The student has completed instructional activities within the time that services were provided in a virtual or distance learning format during the academic year; or

2. They have a medical condition that incapacitates the student and precludes them from participating in instruction in a traditional school setting and the student is able to progress in instruction via alternative education delivery methods approved by the local board of education.

School Activity
1. The student will be allowed to be absent from the classroom for a maximum of ten days per semester to participate in activities sponsored by the school.

2. The student will be allowed to make up any work missed while participating.

Absence by Arrangement
These are absences in which the parents deem it necessary that a child miss school for reasons other than those that fall within an excused absence.

1. A student may take up to 10 days of absences by arrangement per semester.

2. A student may make up all work missed without penalty. It is up to the student, on the day of return, to make arrangements to see that the work is made up.

3. In order to take an absence by arrangement, the parent, or guardian, must submit, at least two days prior to the absence, a written request for the student to be absent. If the request is not made as required, the absence will be treated as an unexcused absence.

4. Absences by arrangement will count against a student's exemption from semester tests.

Unexcused Absence
This is any absence that does not fall within one of the above categories. Work may be made up. ___% of the grade will be counted. ___ unexcused absences will result in that student not receiving credit in that class for the semester.

Truancy
A student is considered truant when absent from the classroom without the knowledge of either the school or the parent or if the parent does not compel the student to attend school. [Optional: ________ percent will be deducted from the student's (nine-week/semester) average for each instance of truancy. The student may be subject to further disciplinary action.]

Tardies
1. A student is tardy who is not in the student's seat when the bell to begin the period sounds.

2. A student who is more than 10 minutes late is counted absent for the period.
ATTENDANCE POLICY, REGULATION (Cont.)

Any student who exceeds the _____ day limit for unexcused absences may appeal to the board of education for reinstatement of credit. Consideration will be given as to the reason for the absences as well as to the attempts by parents to minimize the absenteeism.

Chronic Absenteeism
Chronic absentee means a student who is absent 10 percent or more of the school days in the school year exclusive of a significant medical condition, when the total number of days the student is absent is divided by the total number of days the student is enrolled, and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. When a student is identified as a chronic absentee, the Superintendent or designee shall communicate with the student and his/her parents/guardians to determine the reason(s) for the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

A significant medical condition means a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma. Any COVID-19 related absences due to a child's medical needs will be considered a significant medical condition.

* LEGAL REFERENCE: 38 O.S. §37  70 O.S. § 10-105  70 O.S. § 3-145.8
NOWATA PUBLIC SCHOOL
BOARD OF EDUCATION
Regular Meeting
High School Commons Area
707 West Osage
Nowata, Oklahoma 74048

August 10, 2020 6:00 p.m.

Members Present:
Clint Hallett, President
Tom Kester, Vice President
Charlotte Smalley, Clerk
Markesha Hill, Member
Kurt Bashford, Member
Tracy Mitchell, Board Minute Clerk
Chris Tanner, Superintendent

Posting of Agenda:
Date: August 6, 2020
Time: 1:00 a.m.
Person: Chris Tanner
Location: Office of the Superintendent
Office of Nowata County Clerk
Municipal Office

Item 1. The President called the meeting to order in the Commons Area and noted all members present.

Item 2. Aneglia Franke was present at the meeting.

Item 3. Tom Kester made the motion to approve the following:

A. Minutes of the July 22, 2020 Special Meeting.
B. Treasurer’s Report for July 2020.

Charlotte Smalley seconded and motion carried (5-0) as follows: Hallett-yes, Smalley-yes, Kester-yes, Bashford-yes and Hill-yes. Copy of said documents will be made part of the permanent record.

Item 4. Charlotte Smalley made the motion to approve encumbrances:
#149 through #164 in the amount of $46,228.32 in the General Fund, and
#11 through #15 in the amount of $8,145.71 in the Building Fund,
#7 in the amount of $1,015.89 in the Cafeteria fund and
#10 through #14 in the amount of $71,657.81 in the Gifts Fund.

Markesha Hill seconded and motion carried (5-0) as follows: Hallett-yes, Smalley-yes, Kester-yes, Bashford-yes and Hill-yes. Copy of said documents will be made part of the permanent record.

Item 5.

Markesha Hill made the motion to approve Student Activity Transfers for the month of July 2020. Charlotte Smalley seconded and motion carried (5-0) as follows: Hallett-yes, Smalley-yes, Kester-yes, Bashford-yes and Hill-yes. A copy of said transfers will be made part of permanent record.

Item 6.

Tom Kester made the motion to convene into executive session to hear from George Gibbs regarding allegations in his June 10, 2020 letter involving employees and a student and discuss the same where disclosure of information would violate confidentiality requirements of state or federal law as authorized by OKLA. STAT, tit 25 307(B) (7). Charlotte Samlley seconded and motion carries (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes.

Item 6.

President, Clint Hallett acknowledged the return to open session.

Item 7.

President, Clint Hallett stated that those present in the executive session were the Executive Board, Superintendent, Mr. Tanner and Attorneys Sheryl Gibson and George Gibbs. Allegations were all that were discussed.

Item 8.

Tom Kester made the motion to take action on the items regarding the investigation of the allegations discussed in the July 22, 2020 executive session. Charlotte Smalley seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes.

Item 9.

Markesha Hill made the motion to approve the Personnel Report. Tom Kester seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes. Copy of said document will be made part of the permanent record.

Item 10.

Tom Kester made the motion to approve the Attendance Policy. Markesha Hill seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes. Copy of said document will be made part of the permanent record.

Item 11.

Tom Kester made the motion to approve the Online Instruction Policy. Charlotte Smalley seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes. Copy of said document will be made part of the permanent record.

Item 12.

Markesha Hill made the motion to approve the Distance Learning Plan. Tom Kester seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes. Copy of said document will be made part of the permanent record.

Item 13.

Tom Kester made the motion to approve the Child Nutrition Meal Charge Policy. Charlotte Smalley seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes. Copy of said document will be made part of the permanent record.
Item 14. Charlotte Smalley made the motion to approve the Contract for Secondary Career and Technology Education Programs for the School Year 2020-2021. Markesha Hill seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes. Copy of said document will be made part of the permanent record.

Item 15. Tom Kester made the motion to declare approximately 800 library books, non-fiction from the 1960's, 1970's and 1980's as surplus. Markesha Hill seconded and motion carries (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes.

Item 17. Tom Kester made the motion to table the item of delaying the start of school. Markesha Hill seconded and motion carried (5-0) as follows: Hallett-yes, Kester-yes, Smalley-yes, Hill-yes and Bashford-yes.

Item 6. With no further business to come before the board, Tom Kester made a motion to adjourn, Charlotte Smalley seconded and the motion carried (5-0) as follows: Hallett-yes, Smalley-yes, Kester-yes, Bashford-yes and Hill-yes. The meeting was adjourned at 7:46 p.m.

ATTEST:

[Signatures]

President, Board of Education

Clerk, Board of Education

Member

Member

Member