

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION  
AGENDA STATEMENT

No. 8 a.

MEETING OF September 14, 2022

ITEM TITLE:

**PUBLIC HEARING - POLICY**

REVIEWED BY

Approval of revisions to Board Policy 5113  
"Absences and Excuses," in second reading.

Superintendent  
 Assistant Superintendent  
 Policy Committee

SUBMITTED BY:

Michael Robbins, Superintendent

APPROVED FOR SUBMITTAL

  
Superintendent

SUMMARY STATEMENT:

Administration is recommending revisions to Board Policy 5113 "Absences and Excuses," in second reading.

ISSUE/BACKGROUND:

Board Bylaw 9300 states that "The formulation and adoption of written Board policies shall constitute the basic method by which the Board shall govern the school district." Board Policy 0500 and Board Bylaw 9311 both address the ongoing review of district policies and programs by the School Board.

Administration has provided recommendations for revisions to this policy, which have been reviewed by Administration and the Policy Committee. The recommendation of the Administration is to modify the policy to allow for students to make up assignments until the end of the associated grading period regardless of the reason for their absence.

**Revisions are indicated by bold and underlined text, and by strike-through marks in the case of text recommended for deletion.**

ATTACHMENTS:

Board Policy 5113 with proposed revisions.

RECOMMENDED ACTION:

"I move that the Board of Education **approve revisions to Board Policy 5113 "Absences and Excuses," in second reading.**"

**ABSENCES AND EXCUSES**

The School Board believes that regular attendance plays a key role in the success a student achieves in school. The Board recognizes its responsibility under the law to ensure that students attend school regularly. ~~The School District shall abide by all state and local attendance laws.~~ The Board shall require Parents/guardians/**custodial adult/grandparent/caretaker of children aged 7 to 16 are obligated to send their children to public school except as allowed by law. The Superintendent or designee shall** abide by all state ~~and local~~ attendance laws and may use any legal means to correct the problems of excessive absence or truancy.

*(cf. 5112.1 - Exemptions from Attendance)*  
*(cf. 5112.2 - Exclusions from Attendance)*  
*(cf AR 5131 – Code of Conduct)*

**Excused Absences**

The Superintendent or designee may excuse student absences for health reasons, family emergencies, or other reasons the Superintendent or designee determines constitute good cause.

**Student absence for religious instruction or participation in religious exercises away from school property may be excused.**

**No student excused for religious holiday shall be denied the opportunity to make up a test given on the religious holiday or denied an award or eligibility to compete for an award.**

*(cf. 6154 - Homework/Makeup Work)*  
*(cf. AR 7.02.05 – Exceptional Circumstances)*

**Unexcused Absences/Truancy**

The Board is committed to keeping students in school. Truancy is defined as the absence of a student from class without the knowledge or prior consent of the parent/guardian. The Superintendent or designee shall implement all steps appropriate to reduce student absences and to ensure that all children residing within the district are receiving appropriate educational services as required by law.

~~A habitual truant shall be defined as a student having five or more unexcused absences in a semester. A student failing to attend school during any part of the semester after the Ketchikan Gateway Borough School District has given notice that s(he) is a habitual truant constitutes a violation. Violations may result in a~~

~~citation with mandatory fines and possible court appearances. Citations may be issued by the truancy officer or any other Ketchikan Gateway Borough or City of Ketchikan employee designated for that purpose.~~

Students absent from school for any reason are responsible for the completion of assignments missed because of their absence. ~~Students who are absent, regardless of attendance status, are able to complete all missing work until the end of the grading period and receive credit for the assignment(s).~~ **Staff and faculty shall not differentiate between excused and unexcused absences when accepting late work or supporting a student who has missed work due to absences. Missing work completed or turned in after the end of the associated grading period may not be accepted for credit or changes in grades.**

*(cf. 5147 - Dropout Prevention)*  
*(cf. 6164.5 - Student Study Teams)*

BP 5113(b)

## **ABSENCES AND EXCUSES** (continued)

*(cf. 6176 - Weekend/Saturday Classes)*  
*(cf. AR 5131 – Code of Conduct)*  
*(cf. 5121 - Grades/Evaluation of Student Achievement)*

The Superintendent or designee shall report to the Board any apparent violations of compulsory attendance laws. The Board shall investigate such reports and any public complaints of violations of state and/or local compulsory attendance laws.

### *Legal Reference:*

#### ALASKA STATUTES

*14.03.070 School age*  
*14.17.500 Student count estimates*  
~~*14.17.160 Student counting periods*~~  
*14.30.010 When attendance compulsory*  
*14.30.020 Violations*  
*14.30.030 Prevention and reduction of truancy*

#### ALASKA ADMINISTRATIVE CODE

*4 AAC 09.005-4 AAC 09.105 State aid*