

Compulsory Attendance Requirements

North Dakota law mandates compulsory attendance for learners ages seven through sixteen (NDCC 15.1-20-02.1). The District recognizes the critical importance of classroom attendance and requires learners to be present for at least 90% of the academic year. Attendance is monitored through a three-tier documentation system:

- Tier 1: Learner attendance is 91% or more
- Tier 2: Learner attendance is 81-90%
- Tier 3: Learner attendance is 81% or less

To comply with state law and enforce attendance expectations, the District has established the following attendance policy:

Definitions

- Excused absence
 - An absence is considered excused if it is supported by a verbal or written explanation from a parent/guardian, teacher, or school administrator. While an excused absence confirms that the learner is accounted for, the reason provided determines whether it will count against the learner's attendance record. The building principal or their designee making the final determination.
- Excused absences That Do Not Impact Attendance Records
 - The following excused absences will not count toward the total number of days absent:
 - Participation in school-sponsored activities
 - Medical appointments with a signed doctor's note or proof of appointment
 - A school nurse's determination that the learner must be sent home (per district health guidelines)
 - Suspensions
 - Court appearances with summons or subpoena
 - Funeral leave with accompanying documentation(NDCC 15.1-20-02.1)
- Excused Absences That Impact Attendance Records
 - The following excused absences may count toward determining a compulsory attendance violation:
 - An absence with parent/guardian communication
 - Appointments without a doctor's note or supporting documentation
 - Family vacations or extended trips
 - Being called out of school for reasons that do not align with district guidance as listed above.

- **Unexcused Absences**
 - An absence is unexcused if it is not supported by the required verbal or written explanation. Unexcused absences count toward determining whether a compulsory attendance violation has occurred, with the building principal or their designee making the final determination. Learners with unexcused absences may face consequences as outlined in this policy.
 - Excessive tardies may result in an unexcused absence determined by the building principal or designee.

Compulsory Attendance Violations

North Dakota law defines compulsory attendance violations (NDCC 15.1-20-02.1). Suspected violations will be investigated by the school administration. If a violation is confirmed, the District will report it to law enforcement as required by law. Additional guidance regarding eligibility, participation requirements, and expectations for students involved in extracurricular activities, including athletics, clubs, and other school-sponsored programs, can be found in FFE: Extracurricular Participation Requirements or the student handbook.

Excessive Absences

Students whose attendance falls into Tier 2, Tier 3, or students with a history of chronic absenteeism may be supported through additional interventions initiated by the school team. Interventions may include, but are not limited to:

- Parent meetings
- Attendance plans
- Referrals to community resources

High School Attendance & Semester Credit Policy (Century Code)

High school learners must not exceed ten total absences (excused or unexcused) per semester in any course to receive credit.

- Exceptions may be granted for verified medical conditions (doctor's note required) or other special circumstances approved by the building administrator.
- 5 Absences (Warning Letter)
 - If a student accumulates 5 excused absences (I and R), unexcused (U), or excessive tardies (X) per semester and class, a letter will be mailed to the home informing the parent(s)/guardian(s) of the attendance concern. If the class is a block class, the time threshold is per quarter.
- 11 Absences (Credit Loss Letter)
 - If a student accumulates 11 excused absences (I and R), unexcused (U), or excessive tardies (X) per semester and class, a Credit Loss letter will be mailed to the home informing the parents(s)/guardian(s) the volume of absenteeism has exceeded the allowable limit to earn credit and detail steps to recover the lost credit. If the class is a block class, the time threshold is per quarter.
- Credit Recovery Contract

- When the parent(s)/guardian(s) and student are notified of credit loss, a meeting will take place with a school administrator/designee to develop a credit recovery contract. The contract will detail the implementation guidelines and correlating commitments for the student. The contract remains active for the entirety of the semester and serves as a mutual agreement that no further absence which led to credit loss (i.e., I, R, U, and X) will happen for the remainder of the semester. If a student does not successfully complete or adhere to this agreement, they will receive a letter grade of 'FC' (failure due to credit loss) on their transcript and zero credit will be granted for the course.