

Board Members:  
 Jaired Birks  
 Aaron Cunningham  
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 Jeff Point  
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*Inspired by Tradition,  
 Educating for Tomorrow*

**Elida High School**  
 Darren Sharp – Principal  
 Dan Larimore – Assistant Principal  
 Dave Evans – Athletic Director  
 401 E. North Street  
 Elida, Ohio 45807  
 Phone: 419-338-6801  
 Fax: 419-338-6890

Superintendent:  
 Joel Mengerink

**PRE-APPROVED ABSENCE REQUEST**

(Form should be returned by 8:00 AM no later than **THREE school days** prior to date; Five school days prior is preferred.)

We would like to request absence approval for our son/daughter, \_\_\_\_\_. He/she will be absent from school \_\_\_\_\_ through \_\_\_\_\_. It is the responsibility of the student to obtain, complete, and return all work that may be assigned while absent from school. **Homework assignments obtained are to be turned in the day the student returns from the absence. The student is expected to stay current with his/her classes and be prepared to take any test given upon his/her return.** Any vacation that falls during the last week of any quarter/semester are discouraged and may not be approved as an excused absence.

Vacation     Field Trip     College     Military     Other

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Description of Other: \_\_\_\_\_

College Destination: \_\_\_\_\_ Counselor's Signature: \_\_\_\_\_

Field Trip Destination: \_\_\_\_\_ Class Involved: \_\_\_\_\_

TEACHERS: Indicate the status of the student listed above.

	Class	9 Wks Avg => 70%	Below 70% Indicate %	Check if Year Avg => 70%	Below 70% Indicate %	Comments	Teacher Initials
1 <sup>st</sup> Period							
2 <sup>nd</sup> Period							
3 <sup>rd</sup> Period							
4 <sup>th</sup> Period							
5 <sup>th</sup> Period							
6 <sup>th</sup> Period							
7 <sup>th</sup> Period							
8 <sup>th</sup> Period							
9 <sup>th</sup> Period							

OFFICE:            APPROVED / DISAPPROVED    Signature: \_\_\_\_\_            Date: \_\_\_\_\_