

Compulsory School Age Requirements

The Board requires that school-aged students enrolled in all schools of the PMSD attend school regularly, in accordance with state laws. The educational program offered by this school district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress. The Board recognizes that if the parent/guardian will not insist that their child take advantage of the free educational opportunities offered, it becomes the duty of the school district and state to require that attendance be enforced within the limits of the law.



Pennsylvania requires all students to attend school no later than age 6 until age 18 or graduation, whichever occurs sooner.

Unlawful Absence – Student(s) 17 years old and under who are absent from school without an excuse.

Every absence after the 18th requires a doctor's note in order to be accepted as excused.

Truancy Procedures

Step 1

When your child accumulates **3 unlawful absences**: A *3-Day Unlawful Absences Notice* will be mailed as well as the *Notice of Right to Request Educational Best Interest Hearing Notice*.

Step 2

When your child accumulates **6 unlawful absences (Habitually Truant)**: Parents/guardians will be asked to participate in a Student Attendance Improvement Conference (SAIC) with the child, parent/guardian and a school counselor. During this conference, a Student Attendance Improvement Plan (SAIP) will be developed for the student. A *6-Day Unlawful Absence Notice* will be mailed to the student's residence along with the completed SAIP. A PMSD truancy consultant may contact you and/or your child.

Beginning December 12, 2025, a child who is habitually truant is prohibited from transferring during the school year to a cyber charter school unless a judge determines that the transfer is in the best interest of the child. (24 P.S. § 13-1333(c.1)) This law applies to habitually truant students transferring from any school to a cyber charter school, not only students transferring from brick-and-mortar schools.

Step 3

A *District Justice Truancy Notice* may be mailed to the student's residence. Parents/guardians and the student will be required to attend a truancy hearing with a Magisterial District Judge. Monroe County Children and Youth may be notified.

Step 4

When your child accumulates **18 total absences**: Child shall now be required to submit a doctor's note for each subsequent medical/health related absence.

ABSENCE NOTES

Absences shall be treated as unlawful until the school district receives an absent note explaining the absence. Notes may be hand-delivered to the school by your child during regular school hours or a parent/guardian can email the absent notes to the school. Notes should include your child's name, date of absence, the reason for the absence and a parent signature. A note must be submitted within **three (3) school days** of the absence.

School Building Attendance Emails

East High School: Ehsattendance@pmsd.org
West High School: Whsattendance@pmsd.org
East Jr. High School: Ejhsattendance@pmsd.org
West Jr. High School: Wjhsattendance@pmsd.org
Swiftwater Intermediate School: Sisattendance@pmsd.org
Clear Run Intermediate School: Crisattendance@pmsd.org
Swiftwater Elementary School: Secattendance@pmsd.org
Clear Run Elementary School: Tecattendance@pmsd.org
Tobyhanna Elementary School: Tecattendance@pmsd.org
PMSD Cyber: cyberattendance@pmsd.org

Pocono Mountain School District Cyber Program

Students who are enrolled in our cyber program are subject to the same district attendance policies. PMSD cyber students receive attendance credit by logging into the AccelerateED LMS (K-5th Grade) or Imagine Edgenuity LMS (6-12th Grade). In order to register a login, students must click on a dashboard course tab and open a module. Students will be marked absent if not logged in for at least 20 minutes each school day. Students can login between 12:00am to 11:59pm. Attendance is recorded the following school day to allow for students to have a flexible schedule. Attending "live" classes does not count for attendance purposes.

Grades K-5th

Students get attendance credit by logging into the Accelerated Education only and must open a Module. They must login for at least 20 minutes every school day. Attending "live" classes **does not** count for attendance purposes.

Grades 6-12th

Students must login to Edgenuity daily to get attendance credit. They will be marked absent if it is not done every school day. Attending "live" classes **does not** count for attendance purposes.

Flexible Instructional Day (FID) Expectations

Student attendance will be determined by verification in each class completion of the daily attendance question, participation in the live-stream lesson, and completing all FID activities/assignments. Students should not report to their physical building on a FID.