

Date: July 11, 2019

To: All Principals

From: Rebecca Clark, Director of Student Services

RE: Perfect Attendance

Please see the language below from the 2019-2020 LISD Student Handbook, regarding perfect attendance. This is a change for ALL grade levels, so please read carefully. This information is also being shared with your campus attendance clerks who provide you with these lists.

The most significant change is that unexcused late arrivals to school now impact perfect attendance. Each campus has discretion on whether or not to excuse a tardy. Excused late arrivals to school will NOT impact perfect attendance. Tardies during the school day will NOT impact perfect attendance. It is important that your expectations on excused/unexcused are clear and coding for late arrivals is done correctly.

Since this is a change, I recommend that you share this with your parents in whatever “back to school” communication you send out.

Perfect Attendance (All Grade Levels)

LISD has defined the following perfect attendance guidelines:

- 1. Elementary:*** A perfect attendance award can only be earned if the student is present every day, for the entire school day, with no unexcused late arrivals and no early departures
- 2. Middle School:*** A perfect attendance award can only be earned if a student is present every period of every day with no unexcused late arrivals to school
- 3. High School:*** A perfect attendance award can only be earned if a student is present every period of every day with no unexcused late arrivals to school

The State Attorney General has ruled that a child who is absent for religious holy days or medical appointments cannot be denied a perfect attendance award if the child has made up all work missed during the absences. Medical absences must comply with the TEA attendance guidelines and the parent must provide the required documentation within 3 days of the absence. Additionally, other funded exemptions to compulsory attendance under TEC 25.087 will not impact perfect attendance.

If you have any questions or concerns about these guidelines, please don't hesitate to reach out.

cc: Attendance clerks, Susanne Bradford, Patti Pollock, LISD POP