

STUDENTS

1 Attendance Policy – Truancy

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3 Students are expected to attend all assigned classes each day. Teachers shall keep a record of  
4 absences and tardiness. Before the end of the school day, each school shall attempt to contact  
5 every parent, guardian, or custodian whose child is absent from school but who has not reported  
6 the child as absent for the school day, to determine whether the parent, guardian, or custodian is  
7 aware of the child’s absence from school.

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9 For the purpose of this policy “truant” or truancy” means the persistent non-attendance without  
10 excuse, as defined by this policy, for all or any part of a school day equivalent to the length of  
11 one class period of a child required to attend a school under 20-5-13. “Habitual truancy” means  
12 recorded unexcused absences of 9 or more days or 54 or more parts of a day, whichever is less,  
13 in 1 school year.

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15 The Jefferson High School district’s definition of non-attendance without excuse is stated in the  
16 Student Handbook.

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18 The Jefferson High School district has appointed the principal as the attendance officer. If the  
19 district does not appoint an attendance office, the county superintendent must be the attendance  
20 officer.

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22 Upon the board designation one or more of its staff as the attendance officer, the attendance  
23 officer shall have the powers and duties as stated in 20-5-105(1) (Section 2), MCA

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25	Legal Reference:	§ 20-5-103, MCA                      Compulsory attendance and excuses
26		§ 20-5-104, MCA                      Attendance officer
27		§ 20-5-105, MCA                      Attendance officer – Powers and Duties
28		§ 20-5-106, MCA                      Truancy
29		§ 20-5-107, MCA                      Incapacitated and indigent child attendance
30		§ 41-5-103(22), MCA                Definitions
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32 Policy History:  
33 Adopted on: June, 18, 2013  
34 Revised on:

35  
36 *Revision Note:*