

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**REGULATION No. 506.1
STUDENTS**

TRUANCY PROCEDURES

TRUANCY

In order to graduate from high school and be career and/or college ready; all students must have positive conditions for learning. Good attendance is crucial for optimal learning. The attendance policy is designed to keep students in school and provide them access to the curriculum. Policy 506 and the associated regulations shall describe the guidelines set forth regarding student attendance.

All unverified absences (AUKs) will be treated as truancies. A student is considered truant if he or she is absent from school without permission from either the school or the student's parent or guardian. A student may be considered truant for missing all or part of a day without permission.

A student shall be deemed truant who is absent from school without the written approval of his or her teacher or the principal of the school, or his or her parent or guardian unless the student is physically or mentally unable to attend school. The teacher or principal shall give written approval for absence if an emergency exists or upon the request of a parent or legal guardian of the student. Before a student may attend or otherwise participate in school activities outside the classroom during regular classroom hours, he or she must obtain the approval of the teacher or principal. (NRS 392.130)

A Habitual Truant is one who has been declared a truant three or more times within one school year (NRS 392.040). Any student who has once been declared a Habitual Truant and who, in an immediately succeeding school year, is absent from school without written approval, may again be declared a Habitual Truant.

The Carson City School District will not suspend students from school solely for truancy. Students will be allowed to make-up work missed as a result of truancy, provided the student requests the make-up work **ON THE DAY** he or she returns to school after the truancy and completes and returns the work according to the District homework timeline.

It is the school's responsibility to inform the parent or guardian of the rules governing attendance and truancy and to provide written notice of any truancy. As set forth in the District School Attendance Review Board Truancy Procedures, the school is required by law to report any student who is a truant or Habitual Truant. After attempts at site intervention, the school may also refer any student who has excessive absences or chronic attendance problems other than truancy to the Student Attendance Review Board Chair for investigation and disposition.

NOTE: A School Attendance Review Board (SARB) is created by Nevada statute to, among other things, help identify factors that contribute to truancy and help reduce the rate of truancy in the District.

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FIRST TRUANCY

- Students may have a conference with a site administrator or counselor and may be assigned a consequence by the school;
- Parents will be notified in writing of the truancy and referred to the Student Attendance Manual;
- School personnel may develop an intervention plan, and
- Documentation regarding the truancy will be sent to the SARB Chairperson and School Resource Officer (SRO).

SECOND TRUANCY

- Students may have a conference with a site administrator or counselor and may be assigned a consequence by the school;
- Parents will be notified in writing of the truancy and referred to the Student Attendance Manual;
- School personnel may develop an intervention plan, and
- Documentation regarding this truancy will be sent to the SARB Chairperson and SRO.

THIRD TRUANCY

- Students may have a conference with a site administrator or counselor and maybe assigned a consequence, which is more severe for the second and third occurrence;
- Students will be considered “Habitual Truants” pursuant to NRS 392.140;
- Parents or Guardians will be notified in writing of the truancy and referred to the Student Attendance Manual;
- The notification will indicate that the next truancy will require that parents or guardians and students attend a SARB hearing;
- School personnel may develop an intervention plan, and
- Documentation regarding this truancy will be sent to the SARB Chairperson and SRO.

FOURTH TRUANCY

- Upon the 4th truancy, parents or guardians will be notified through the District SARB Chairperson by certified mail of the time and place of the hearing before the SARB. The SARB hearing will be conducted by the SARB Chair. The goal of the SARB hearing will be to understand the truancy problem and to develop a plan and consequence that will improve student’s attendance. At the SARB hearing, the school administrator will show cause for the student being deemed a Habitual Truant. Parents or guardians will have the opportunity to explain the situation from their perspective. They can clarify the educational goals they have for their child and the commitment of the student to regular school attendance. All deliberation, findings, and determinations of the SARB shall remain confidential.
- Upon being declared a Habitual Truant pursuant to NRS 392.140, the student must surrender his or her driver’s license to the SRO in attendance at the SARB hearing who will write the citation. The driver’s license will be suspended for at least 30 days but not

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more than 6 months. The length of the suspension shall be determined by the SARB. If the student does not possess a driver's license, the order will provide that the student is prohibited from applying for a driver's license for 30 days after the student becomes eligible to apply for a driver's license. If it is the second time or subsequent time that administrative sanctions have been issued because the student is a Habitual Truant, the suspension of the driver's license will be for at least 60 days, but not more than one (1) year. The length of the suspension shall be determined by the SARB. If the student does not possess a driver's license, the order will provide that the student is prohibited from applying for a driver's license for 60 days after the date the student becomes eligible to apply for a driver's license.

FOR MORE INFORMATION SEE THE STUDENT ATTENDANCE MANUAL

NRS: 392.040 – 392.125

Carson City School District Student Attendance Manual

Adopted: March 27, 1984

Revised: October 9, 2012 - Title Change

June 28, 2016