

Truancy Violation Notification, §9.16A(4) Ordinance (Parental responsibility)

Date:

Re: Attendance of

Dear Parent/Guardian:

The city of Baraboo has a municipal ordinance to address truancy. The ordinance is on the reverse side of this notification. Be aware that ***a parent, guardian, or other adult that knowingly allows a student to be absent without an acceptable excuse may receive a forfeiture citation in the amount of \$213.10 for each offense.*** Your student's attendance record in the Baraboo School District reflects absences/tardies that are excused and/or unexcused and in excess of the 10 days allowed according to Baraboo School District Policy 431.

The School District has forwarded documentation and copies of "school to parent" correspondence to the School Resource Officer. If attendance issues continue, you may be issued a citation(s). After citations have been issued and the parent/guardian(s) fail to take an active role in working towards correcting the issue, the matter may be referred to the Sauk County District Attorney's office to be prosecuted as a state law violation.

The parent/guardian has the responsibility of ensuring their student is at school at the designated start of the school day. The criteria for a student required to be in attendance is as follows:

- 1) **Has attained the compulsory age of attendance-6 years and under 18 years of age.**
- 2) **Is registered with the school district and/or resides in the boundaries of the Baraboo School district but is not attending school (this includes open enrollment students as well).**
- 3) **Resides in the Baraboo School district but not attending school and is not currently enrolled in a home based educational program or other programming that indicates the student is actively working towards obtaining a high school diploma or equivalent thereof.**

The school district practices diligence to ensure open communication with parents/guardians. **It is a parent/guardian(s) responsibility to report absences of their student(s) for ANY and ALL full or partial school day(s) to the school.** When communication between the school and parent/guardian(s) fail and the absences/tardies become excessive, even if excused, the school district attendance officials may refer the matter to law enforcement.

By ensuring the school has up to date contact information (ie. correct phone numbers, addresses, emergency contacts) and by responding to school correspondence regarding attendance, behavior issues, grades and any other concerns, most matters can be resolved appropriately. Quality attendance is a key to your student's success at home, school, and in the community. For the school to be effective with meeting the social and academic needs of your student, the student needs to be in attendance and communication between the school and parent/guardian(s) is vital.

If you have any questions regarding your student's attendance or the attendance requirements of the Baraboo School District, contact the school your student attends or refer to the Baraboo School District's website: <http://baraboo.k12.wi.us/>, to review the policy and requirements. If you have questions regarding the ordinance and how it may affect you at this time, contact the Baraboo Police Department. Thank you for your time

R. Browning, School Resource Officer
Baraboo Police Department
(608)355-7342 or rbrowning@cityofbaraboo.com

Case Number: **2014-00** School Notification:
bpd01/14