



# 5100

## Attendance

### *Policy 5100*

Original Adoption: 04/25/1967

Effective Date: 04/14/2010

Revision Dates: 07/25/2000, 04/13/2010

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### **I. PURPOSE**

The purpose of this policy is to establish and define District rules for attendance. The goal of the MPS attendance policy is to promote student attendance and assure that absences are effectively addressed. Assuring student attendance requires a joint effort among school staff, students, families and the community. This policy does not apply to those periods during which a student is enrolled in an authorized foreign study exchange program.

### **II. GENERAL STATEMENT OF POLICY**

- A. The Minnesota Compulsory Attendance Law requires that every child enrolled in kindergarten through age 16 shall receive instruction.
1. Once a child has been enrolled in kindergarten, regardless of the age of the student at that time, attendance is compulsory unless and until the child is properly withdrawn from enrollment.
  2. In the event that a child under the age of seven who was enrolled prior to their seventh birthday is properly withdrawn from enrollment, attendance is no longer compulsory until the earlier of the following is reached:
    - a) re-enrollment of the child as a student, or
    - b) the child's seventh birthday.
- B. Students who are enrolled in the pre-kindergarten programs of the district are not subject to the compulsory attendance law, but their continued enrollment shall be subject to their meeting the district expectations for attendance that applies to students in Kindergarten through grade 12.
1. Students who fail to meet the attendance requirements will be dropped from enrollment, and their space offered to students who may be on a waiting list for the program.
  2. Students may be excused from attendance on the same basis as is permitted for students enrolled in kindergarten through grade 12.
- C. The District attendance policy is guided by the following set of values. In some instances, these values may compete with each other. The attendance policy attempts to balance these values in the best interest of students and the school community.
1. Student academic achievement is the primary goal of Minneapolis Public Schools. Although learning occurs in a variety of settings, time in class is



- essential to learning so that students can receive instruction and contribute as members of the community of learners.
2. School staff, students, families and the community share responsibility for student attendance.
    - a) Families have the responsibility for making decisions about their children's schooling.
    - b) School staff has responsibility for communicating with families about student attendance.
  3. All students receive equitable opportunity and treatment. Students have individual needs that must be considered.
- D. Minneapolis Public Schools recognizes that daily attendance is critical to academic achievement and therefore expects every student to attend school and class on time every day. Ninety-five percent attendances is set as the minimum standard.
- E. Students not required by Minnesota Law to attend school may withdraw under the following procedures.
1. Any student under age seven (7) may be withdrawn by the parent or guardian if
    - a) The student is enrolled in another school; or
    - b) The student is registered or enrolled in a home school; or
    - c) The parent or guardian declares in writing that the withdrawal is due to the immaturity of the child.
  2. Any student between 16 and 18 years old who seeks to withdraw from school must, along with that student's parent or guardian:
    - a) attend a meeting with school personnel to discuss the educational opportunities available to the student, including alternative educational opportunities and
    - b) sign a written election to withdraw from school.

### **III. RESPONSIBILITY**

- A. The Superintendent is authorized to promulgate regulations, procedures and rules to implement this policy. Regulations and procedures shall, at a minimum:
1. establish clear and consistent practices across the district, including a standard set of excused and exempt absences;
  2. use accurate and timely attendance data for planning, evaluation, and communication;
  3. clarify staff roles and responsibilities;



4. clarify the role of parents in informing the school regarding their students' attendance or absences;
  5. require attendance regulations, procedures and rules to be communicated to students and families at registration, or at least annually.
  6. provide for the means of appeals by parents or guardians regarding attendance issues.
- B. District School Staff have the responsibility to:
1. engage students in the learning process with strong curriculum, instruction and relationships with staff;
  2. meet the needs of individual students by using a range of strategies and interventions;
  3. communicate attendance expectations to families, inform them of their students' attendance, and involve them in problem solving related to their students;
  4. involve the community through shared expectations and actions.

**Legal References:**

20 U.S.C. §1681, et seq. (Title IX of the Education Amendments of 1972)  
Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 120A.28 (School Boards and Teachers, Duties)  
Minn. Stat. § 120A.30 (Attendance Officers)  
Minn. Stat. § § 121A.40 - 121A.56 (Pupil Fair Dismissal Act)  
Minn. Stat. § 260C.007, Subd. 19 (Habitual Truant defined)  
Minn. Stat. § 260A.02 (Definitions)  
Minn. Stat. § 260A.03 (Notice to Parent or Guardian when Child is Continuing Truant)  
*Goss v. Lopez*, 419 U.S. 565,95 S.Ct., 729 (1975)  
*Slocum v. Holton Board of Education*, 429 N.W.2d 607 (Mich. App. Ct. 1988)  
*Campbell v. Board of Education of New Milford*, 475 A.2d 289 (Conn. 1984)  
*Hamer v. Board of Education of Township High School District No. 113*, 66 Ill. App.3d 7 (1978)  
*Gutierrez v. School District R-1*, 585 P.2d 935 (Co. Ct. App. 1978)  
*Knight v. Board of Education*, 348 N.E.2d 299 (1976)  
*Dorsey v. Bale*, 521 S.W.2d 76 (Ky. 1975)

**Cross References:**

MPS Policy 5200 (Citywide Discipline Policy)  
MPS Policy 5560 (Co-Curricular Eligibility)