

# What can Parents do to Help?

- If your child will be absent, contact the attendance line each morning to explain the reason
- Positive habits should be encouraged at any early age. Make certain that your child attends school regularly, arrives on time, obeys school rules, and attends all classes.
- Parents are encouraged to make appointments during non-school hours.
- No medical, mental health and/or dental appointments will be excused unless a written excuse by the doctor or dentist is provided to the school.
- Take an interest in your child's school work and contact his/her teachers as questions arise.
- Expect strong support from the school as you establish family practices that support school attendance.



Howard-Suamico School District  
2700 Lineville Road  
Green Bay, WI 54313

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## Attendance & Truancy Policy

### Questions & Answers

# Howard-Suamico School District



**HOWARD-SUAMICO**  
SCHOOL DISTRICT  
SERVING • LEARNING • ACHIEVING -- TOGETHER

Serving  
Learning  
Achieving  
Together

# Howard-Suamico School District Attendance Expectations:

Wisconsin State Statute 118.16 and HSSD Administrative Guideline 5200 allows parents/guardians to excuse their child up to 10 times in a school year for any and all reasons. Please use your discretion on how these absences are used. The following are examples of how parents/guardians may choose to use those

10 absences:

- vacation
- family emergency
- illness (if you obtain a medical excuse this absence will not count towards the 10 allowable absences)

## Why Should I Be Concerned About School Attendance?

- If a child is absent just one day a week, over the course of their school career **they will miss more than two years of schooling.**
- A good education will help to give your child the best possible start in life.
- Promoting and supporting good attendance at school is essential to learning.
- Developing good attendance habits at a young age transfers to the workplace setting later in life.
- Chronic absenteeism increases achievement gaps at the elementary, middle and high school levels.



## What Is Truancy?

**A Student will be considered truant for either of the following:**

- Any full or partial absence from school without an acceptable parent excuse.
- Any absence from school without a written medical excuse from a doctor, if the student has reached the point of needing such notification. (10 absences)
- A student is considered habitually truant when he/she has reached five (5) unexcused absences for all or part of a day in a semester.

## Possible School Interventions:

- Parent notification by phone or written notice at 5, 10, and/or 15 absences;
- Parent/Student conference with school officials;
- Appropriate referral to a School Social Worker or School Resource Officer;
- Teacher contact to encourage attendance;
- Referral to Student Resource Team for consideration of further services
- Habitual truancy or contributing to truancy citation.

## Questions?

**Bay Port High School**

Attendance Line  
920-662-7248

**Bay View Middle School**

920-662-8184  
Attendance Line 920-662-8124

**Lineville Intermediate School**

920-662-7871  
Attendance Line 920-662-7875

**Bay Harbor Elementary**

920-662-8800  
Attendance Line 920-662-8888

**Forest Glen Elementary**

920-662-7958  
Attendance Line 920-662-7990

**Howard Elementary**

920-662-9700  
Attendance Line 920-662-9732

**Meadowbrook Elementary**

920-662-5000  
Attendance Line 920-662-5036

**Suamico Elementary**

920-662-9800  
Attendance Line 920-662-9808

