

During the Appleton Area School District's Board of Education meeting held on September 22nd, 2025, the following language was tentatively approved for inclusion in ***District Policy #430 – Student Attendance***.

Referral to the City of Appleton

The City of Appleton's Truancy Ordinance enforces the State statute for students aged 14 through 17.

A student will be considered for referral to the City of Appleton for a truancy ordinance violation if the following conditions are met.

- The student has met the legal definition of truancy, which is having five or more unexcused absences in a semester.*
- Along with being habitually truant, the student is chronically absent from school (absent for more than 10% of school days).*
- All student and/or family contacts have been documented on the “procedural checklist for consideration of truancy citation” form.*
- All intervention efforts have failed to improve a student's attendance and are documented on the “procedural checklist for consideration of truancy citation” form.*
- The student is currently not on track to graduate due to absences. A student is considered not to be on track to graduate if they have not acquired three credits in each semester they have been enrolled in high school.*
- The student is failing one or more courses during the current semester due to absences.*

When all the above conditions are met, the school attendance team will notify the district Attendance Coordinator. The Attendance Coordinator will conduct a final review with the Executive Director of Student Services before referring the matter to the City of Appleton.

The AASD commits to maintaining referral levels that do not exceed the capacity of the Outagamie County Circuit Court and/or the City of Appleton staff.

During the Appleton Area School District's Board of Education meeting held on September 22nd, 2025, the following language was approved for inclusion in **Operational Expectation 10.5**.

The Superintendent will monitor and maintain programs and strategies intended to address personal and systemic barriers to attendance.

We will know we are compliant when:

10.5.1- *The district will follow established procedures for monitoring and communicating about student attendance.*

10.5.2- *The district will establish and maintain an inventory of attendance intervention. The attendance of students receiving interventions will be monitored to determine the success of the interventions.*

10.5.3- *The district will solicit and collect feedback from the students who are struggling with consistent attendance and their families in the review of the effectiveness of interventions.*