



Appendix C (2)

Official Notice of Truancy

It is well documented that good attendance is a major factor in student success in school. It is our goal here

At _____ School to have students succeed, and therefore we need to work together; school, student, parent, and community, in effort to keep students in school and ultimately find success.

It is appropriate and necessary to work together in assigning consequences to students and/or parents when trancies occur. These consequences need to be meaningful enough that they deter a student from missing school and encourage youth to be successful.

This letter is an official notice that your son/daughter _____ has been declared truant

on the date(s) of _____ period(s) _____. This was his/her _____ truancy this semester.

The following consequences have been assigned/cited:

Lunch period
detentions _____

In school
suspension _____



Out-of-school
suspension_____

Truancy citation under municipal
ordinance_____

Other_____

Please be reminded that state law (Wisconsin Statute 118.15) defines a student as a habitual truant when he/she earns five (5) trancies in a semester. Our goal is to deter your son/daughter from reaching that point, but in the event that would occur a parent-student-school meeting will be requested. The municipal court has many options to choose from regarding consequences for your student and/or the parent, but typically they range from revocation of drivers license, revocation of fishing/hunting license, community service hours assigned, fines assessed to student and/or parent/guardian, and/or a court order for the parent/guardian to attend school with the student for a court determined period of days.

Again, I want to emphasize that these consequences are not our goal here at _____ School. Our goal is to encourage students to be in school, get involved in their classes and co-curriculars, and take advantage of the wonderful opportunities we offer at our school district. I would really like to meet with you and your child during the school day to discuss this issue. Please call me at your convenience at

000-000-0000.

Sincerely,

Associate Principal