



CONRAD WEISER AREA SCHOOL DISTRICT

www.conradweiser.org

Central Administration
44 Big Spring Road
Robesonia, PA 19551-8905
FAX (610) 693-8586

Erik J. Bentzel, Ph.D.
Assistant Superintendent
(610) 693-8542

Randall A. Grove, D.Ed.
Superintendent
(610) 693-8545

Robin L. Robertson, CPA, M.S.
Director of Business
(610) 693-8542

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Dear Conrad Weiser Area School District Families,

School attendance is a prime indicator of future success in education, as well as in vocational pursuits. We want to emphasize the importance of student attendance throughout the district and have developed some consistent guidelines and procedures in all buildings to support this effort.

Students will be excused from school for illness, approved family matters, and educational trips and tours.

- Illness and family matter absences require a parent written excuse within 3 days of the absence.
- After 3 school days without a written excuse, these absences will be deemed illegal. Three illegal absences will result in a home/school contact.
- The school may issue a citation for students under 16 years of age after the fourth illegal absence.
- Educational trips are approved for up to 5 school days per year. Preapproval is required. Students must complete all building level academic assignments, as outlined on the trip approval form.

Excessive absence is defined as 10 days of absence for any reason.

- The district will not count medical excuses or the first 5 days of educational trips in that total.
- A valid medical excuse is issued when a student is under the care of a physician for an illness.
- If a student has an inordinate amount of medical excuses, the district may investigate and reserve the right to refuse subsequent doctors' notes.
- After the district identifies a student for excessive absences, parents will be notified and students will be required to have a valid medical excuse for any additional absences.

These procedures are intended to encourage consistent school attendance. Thank you for partnering with us to make Conrad Weiser a community of successful learners.

Sincerely,

A handwritten signature in black ink, appearing to read "Randall A. Grove".

Randall A. Grove, D. Ed.
Superintendent