

Coos Bay School District 9

Code: **JEE**

Adopted: 11/13/89

Revised/Readopted: 3/07/11; 6/11/12

Orig. Code(s): JEE

Student Attendance Accounting

The superintendent and administrative staff will develop procedures for assuring accurate student attendance records will be maintained, submitting necessary reports and reporting attendance to parents in a timely manner.

Each school shall notify parents/guardians by the end of the school day if their child has an unplanned absence. The notification will be either in person, by telephone or another method identified in writing by the parent/guardian. If the parent/guardian cannot be notified by the above methods, a message shall be left, if possible.

END OF POLICY

Legal Reference(s):

[ORS 326.310](#)

[ORS 339.065](#)

[OAR 581-021-0046\(5\)](#)

[OAR 581-021-0050](#)

[OAR 581-022-1130](#)

[OAR 581-022-1660](#)

[OAR 581-023-0006](#)