

**Request to be Released from Compulsory Attendance\*\***

Procedures for release from compulsory education are:

- 1: There must be a parent conference with the principal and/or assistant principal and counselor. At this time, the problems are to be discussed and resolved. Parent(s) is to be informed of the options:
  - Option 1 — Resume present schedule — behavior change;
  - Option 2 — Set up procedure for expulsion;
  - Option 3 — Schedule reduction — part-time school, part-time work;
  - Option 4 — Withdrawal from high school and alternatives to high school discussed in order to obtain diploma or equivalent.
  
2. After the options are explained, the parent(s) will consider the options and make a decision of one of the following:
  - If Option 1 — Specific behavior changes identified and commitments from parent(s) and students made;
  - If Option 2 — Explain state and local Board policy for expulsion and set timeline;
  - If Option 3 — Work with counselor to set up appropriate schedule;
  - If Option 4 — Parent(s) writes a letter requesting withdrawal from school and reasons for request for release from compulsory school attendance law. Law explained and appropriate option set up with counselor — full-time employment, part-time employment — part-time approved school program, alternative school program, GED programs. Parents sign release form.

SCHOOL ATTENDANCE RELEASE  
(REQUEST)

Principal  
Pleasant Hill High School  
36386 Highway 58  
Pleasant Hill, Oregon 97455

Dear Sir:

I request that my son/daughter \_\_\_\_\_  
be released from compulsory school attendance for the following reason(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(ORS 339.010 requires that a student who is being released from compulsory attendance for reasons other than enrolling in another educational program must be 16 years of age or older.)

The district has provided my student and me with counseling and information regarding alternative programs of instruction. I am aware that if it is determined by the district that my student can benefit substantially from a specific alternate program of instruction that is not available in Pleasant Hill, I may with district approval enroll my student in that specified privately operated alternate program of instruction if registered with the Oregon Department of Education. I understand the district will pay the actual cost of the alternative program approved by the district for my student or an amount equal to 80 percent of the district's estimated current year's average per student net operating expenditure, whichever is less.

Signature \_\_\_\_\_

Date \_\_\_\_\_