

D.C. EVEREST AREA SCHOOL DISTRICT
6300 Alderson Street, Weston, Wisconsin 54476

Date

To: (Parent/Guardian)

Dear

Since our last communication, your son/daughter, **NAME**, has been truant. Our records indicate that thus far this semester **NAME** has maintained the following record of attendance:

_____	excused absences
_____	unexcused absences
_____	excused tardiness
_____	unexcused tardiness
_____	total days absent or tardy

We have discussed solutions to this problem and indicated to you that should the problem continue, the matter would be referred to the Marathon County Juvenile Court Services pursuant to County Ordinance 9.06.

The school has tried to assist in meeting your son/daughter's needs through compliance of the following Wisconsin statutes:

- Explaining parent responsibilities for student attendance Wisconsin Statute 118.15(1).
- Meeting to discuss the child's truancy or have attempted to meet with the child's parent or guardian and been refused.
- Providing an opportunity for educational counseling to the child to determine whether change in the child's curriculum would resolve the child's truancy and have considered curriculum modification.
- Evaluating the child to determine whether learning problems may be a cause of the child's truancy and, if so, have taken steps to overcome the learning problem.
- Conducting an evaluation to determine whether social problems may be a cause of the child's truancy and, if so, have taken appropriate action or made appropriate referrals.

You are hereby notified that a truancy citation is being issued and your child must appear in court on **DATE**, at **TIME** a.m./p.m. in Branch **NUMBER**. Please contact the school office if you have any questions or if you are unable to accompany your child to court.

Sincerely,

Sincerely,

Principal

Police Liaison

Enc. County Ordinance 9.06
Wisconsin State Statutes 118.15 and 118.16
Policy #5113
cc: Student file
School Counselor
District Attorney
Marathon County Juvenile Court

Exhibit Approved: 8/22/89
Exhibit Revised: 7/28/08
KAG:ems

SCHOOL BOARD
D.C. Everest Area School District
6300 Alderson Street
Weston, Wisconsin 54476