

Mission Statement

To improve attendance and impact the academic success of students by creating positive relationships with parents and students, encouraging attendance, and enforcing the compulsory attendance laws of the State of Texas.

Parents—Legal Guardians—Students

Need to check on attendance, class grades, assignments, discipline, contacts, immunizations, etc.?

Log on to:

teams.abileneisd.org/selfserve/parent
teams.abileneisd.org/selfserve/student

You will need the Student's Social Security number and date of birth to access this information. Further directions will be available at the web page.

*It's the Law— BE IN SCHOOL!

Remember--It is the parent or legal guardian's duty to monitor the student's school attendance and require the student to attend school; and the parent is subject to prosecution under Texas Education Code Section 25.093 if the child does not attend.

If your child is ABSENT from school, you must contact the Attendance Office.

We will make every effort to contact you if there is an undocumented absence during the school day. This could possibly be done by the AISD automated call out system or someone from the attendance staff. If there is ever a question about your child's attendance, contact us immediately. You may also receive information through the Prologix/TEAMS Parent Portal.

CAMPUS PHONE NUMBERS

ORTIZ ELEMENTARY

Campus Phone 671-4945

Attendance —Press 1—

Nina Leija-Parent Coordinator

Or you may e-mail her at

nina.leija@abileneisd.org

Counselors' Office —Press 2—

Heather Holcomb-Counselor

Nurse's Office— Press 3—

Maria Torres, LVN

Campus Secretary—Press 0—

Corina Guerra

Attendance Officer

Tom Enloe-677-1444 Ext.2282

Remember—

The key is Communication.

Abilene ISD

2016-2017

Attendance Brochure

Attendance!

It's the

LAW

and your

FUTURE!

ABILENEISD

CONNECT • LEAD • SUCCEED

Copia en español en la oficina de la escuela
Every child counts in Abilene ISD

Ortiz Elementary

2550 Vogel

671-4945 Fax 794-1361

Debra Stewart, Principal

debra.stewart@abileneisd.org

School Attendance Brochure

This guide is to inform you about the laws regarding school attendance. As parents and legal guardians, you have the responsibility of getting your children to school every day, on time, and ready to learn. Regular school attendance is essential for a student to make the most of his/her education. In order to benefit from teacher-led/school activities, and to gain maximum benefit, regular and punctual attendance is necessary. Absences from class may result in serious disruption of a student's mastery of instructional materials. Students and parents should make every effort to avoid unnecessary absences.

Texas law states that students enrolled in school are required to attend school. The Student Code of Conduct, pages 4-5, describes specific laws and policies regarding attendance and excused absences. This can be found on-line at www.abileneisd.org.

In order for a student to receive credit for a class, he/she by law must attend at least 90 percent of the days the class is offered.

Keep in mind, our ultimate goal is to have children at School so they can learn.

Debra Stewart
Principal

What time does school start and when does it end?

Breakfast is served in the classroom.

Elementary School begins at 7:50A.M.

Your child must be in the classroom before the tardy bell rings at

8:00A.M. and remain at school until

the dismissal bell rings at 3:00P.M. If students arrive at school after the tardy bell, they are considered late and must go to the office to get a tardy pass before going to class. Students must be picked up in a timely manner after school ends.



Tardiness/Partial Day Absences

A student who is not in class at the designated start time will be considered tardy but after 15 minutes they are considered absent for that particular class. Excessive partial day absences (tardies) are a violation of the compulsory attendance law.

Consequences of Violating the Compulsory Attendance Law

School officials should notify you by issuing a warning letter when your student has unexcused/undocumented absences on three (3) or more days or parts of days within a four week period in the same school year. The student, from ages 12 up to 19, can be referred to truancy court for truant conduct once the truancy prevention measures have been implemented and the student has unexcused/undocumented absences on ten (10) or more days or parts of days within a six month period in the same school year. Parents/guardians can be fined on for contributing to non-attendance with fines ranging from \$100 for the 1st offense to \$500 for the 5th or subsequent offenses.

For HELP: If you are having problems getting your child to attend school, please feel free to contact the Attendance Officers.

Absences

Be sure to contact your campus attendance office every day when your child is out of school. If they have a fever, diarrhea, or vomiting they may not come to school. If you have any question about sending your child to school, you can always bring your child to the campus nurse. The nurse can determine if the child is able to remain at school or return home. When returning to school after an absence, a student must bring a note signed by the parent that describes the reason for the absence. Verification (medical documentation) of any illness may be required if the student's absences are more than 3 to 5 consecutive days or if the reason given is suspect.

REMEMBER to BRING your medical documentation when you return to school.

REMINDER---ALL ABSENCES, both excused/undocumented and unexcused/undocumented, count against the 90% attendance rule and for exemption purposes.

Absences that are considered excused/documented include but are not limited to: personal sickness, family emergency, documented juvenile court proceeding, Board approved extra curricular activity, or approved college visitation.

Absences that are considered unexcused/undocumented include but are not limited to: non-school related vacations and trips, babysitting, working, and non-school sponsored athletic events and programs.