



Kenai Peninsula Borough School District
NIKISKI MIDDLE/HIGH SCHOOL
 PO Box 7112 – 52275 EDUCATION DR
 NIKISKI, AK 99635
 PHONE: (907) 776-9400 FAX #: (907) 776-3486
 WWW.KPBSD.K12.AK.US



HOME OF THE BULLDOGS!

ATTENDANCE

Attendance in school is the responsibility of the parents, or legal guardian, and the students. During the times that the public school is in session, all students up to age 16 are required by law to attend school regularly and to be on time for classes.

Students who have perfect attendance will be honored by the school each quarter with a certificate and perfect attendance celebration.

The attendance office must be notified by a telephone call on the day of the absence. If a phone is not available, the student must provide a note upon returning to school. **Students will receive consequences if a phone call or note is not given to the school within a day after the student returns to school.**

Students who will be absent for an extended period of time shall have a parent call or provide a note before they leave, and the student will complete a prearranged absence form.

The following protocol will be utilized to address student absences for each student per semester:
 District Policy

- **“When a 9-12 grade student is absent more than 15 days per semester or misses over 800 instructional minutes in any course for reasons other than school related programs, the student's attendance, attitude, behavior, and achievement in all classes shall be reviewed by the school intervention/assistance team to determine if the student shall be granted semester credits and/or permitted to participate in co-curricular activities.”**
- At 7 absences in any class a warning letter goes home
- At 15 absences or 800 instructional minutes in any class there will be a meeting with the Nikiski MS/HS intervention team
 - The intervention team includes the student, assistant principal, counselor, school psychologist and parent.
 - A plan will be created for each individual student based on their circumstances. The plan consists of:

Mr. Dan Carstens
 Principal
dcarstens@kpbsd.k12.ak.us

Mr. Shane Bostic
 Assistant Principal
sbostic@kpbsd.k12.ak.us

Mr. Dylan Hooper
 Athletic Director
dhooper@kpbsd.k12.ak.us

Ms. Holly Jones
 Counselor
hjones@kpbsd.k12.ak.us

Mrs. Margie Warner
 Head Secretary
mwarner@kpbsd.k12.ak.us

- Making up every hour that a student has missed over 15 days after school.
 - Developing a schedule for making up the time by the intervention team.
 - Completing all hours before the last student contact day of the semester.
 - Indicating the number of absences the student can have before credit is lost. (High School)
 - Indicating the number of absences the student can have before the student is retained. (Middle School)
- Copy of the plan is given to the student and one is mailed home