



## Attendance Frequently Asked Questions

Please read the questions below in order to better understand attendance procedures at Centennial High School. As always, if you have questions, please contact us.

1. My student will not be at school today. What do I need to do?

Please call or email your student's House Office and give them the reason for the absence.

Delta (A-G) - 817.245.0284 or [ngonzalez@bisdmail.net](mailto:ngonzalez@bisdmail.net),

Lambda (H-Ph) - 817.245.0288 or [kkirby@bisdmail.net](mailto:kkirby@bisdmail.net)

Zeta (Pi-Z) - 817.245.0302 or [kclark@bisdmail.net](mailto:kclark@bisdmail.net)

2. Why am I getting an automated phone call about my student's attendance?

BISD uses an automated calling system to inform parents when students are tardy or have an unexcused absence to class. By informing the House office in advance of an absence, most calls can be avoided.

3. My student was late to school today. What do they need to do?

Your student will need to go to their House Office to sign in. If your student went to a doctor or a dental appointment they will want to bring the note to their House Office so their attendance can be correctly coded.

4. I need to come pick my student up from school early. What do I need to do?

Please come in to the front office (off Hurst Road) and show your ID. You will then be able to sign your student out.

5. My student needs to leave school early and they drive their own car. What do I need to do?

Please send a handwritten note to their House office (see #1), or fax to 817-447-2152. We will accept an email in an **EMERGENCY CASE ONLY**. The student will need to go to their House Office at the appropriate time to receive a "Golden Ticket" pass to leave campus. For liability purposes, the House Offices **CANNOT NOT ACCEPT A PHONE CALL** to dismiss a student to drive off campus.

6. My student is marked absent or tardy to a class but they claim this is incorrect. What can be done?

Teachers are the sole people responsible for taking attendance. In a case of a dispute, the student and/or parent will want to contact the teacher in question to verify the attendance. If the teacher has made a mistake, they will then contact the House Office and request a change be made.



7. What is “Attendance for Credit”?

“Attendance for Credit” is the State Law which requires that students are in class for 90% of the time the class is taught. Classes missed because of an approved school activity are not counted toward this limit. All other classes missed, regardless of the excused or unexcused status, count toward the limit for this law. Students who miss more than 10% of a course will lose credit for that course. However, the school has a system whereby students can earn back the credit through time spent after hours. Their administrator will visit with them to start this process when they meet this threshold.

8. My student is 18 years old. Can they sign out of school without my permission?

The simple answer is “No”. BISD will always partner with parents to educate students. Even when students are 18 years old, we will contact parents when they are trying to sign themselves out of school.

9. What is “Strive to Drive” and how does it work?

“Strive to Drive” is a partnership between BISD and Nissan of Burleson in which a student with perfect attendance will win a car. Students are awarded tickets each six weeks (1), semester (4), and for the entire school year (10) for a possible total of 24 tickets for perfect attendance. Specific criteria is posted on the CHS webpage and throughout the school. A drawing will be held in May and 10 students’ names will be drawn. Each student will be given a key to a car. One of those keys will start the car on display in front of the school. What a great incentive to be at school!

10. How does attendance affect Semester Exam exemptions?

A student may earn exemptions from semester exams based on his or her grade classification by having a semester average of 80 or higher in the class for which the student is seeking an exam exemption, and two or fewer absences in the class for which the student is seeking an exam exemption prior to the day of the semester exam. All absences are counted per class period, whether excused or unexcused, with the following documented exceptions: ***participation in school sponsored activities, religious holy days, and pre-approved college visits.***

- Freshmen: 1 exam exemption per semester
- Sophomores: 2 exam exemptions per semester
- Juniors: 3 exam exemptions per semester
- Seniors: 4 exam exemptions per semester

Students who have a DAEP (Right Turn Discipline Center) placement, JJAEP placement, or in school or out of school suspension (ISS or OSS) are not eligible for exemption. If a student does not meet standard on an EOC in the previous year, he/she is not eligible for exemption in the corresponding course.

11. Can students leave campus for lunch?

No, CHS is a closed campus. Once on campus, students are required to enter the building and stay on campus until properly dismissed. CHS has hired a parking lot monitor to help patrol where necessary.