



# The STEM Academy at Showalter

*"Unlocking Young Minds for the Future"*

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Principal

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Assistant Principal

## **2018-19 STEM Academy**

## **Class Period Attendance Guidelines**

STEM Academy is an academically selective high school that offers a college preparatory curriculum with emphasis on Science, Technology, Engineering and Mathematics. Our academic program is geared to provide rigorous instruction that prepares students for college, trade school, military and career. Due to the school's selective admission process, we are unable to accept all applicants, and must maintain high standards for students who are enrolled. Therefore, the expectation for our students is that their attendance reflects their commitment to academic achievement. These guidelines are designed to ensure that all STEM Academy students demonstrate the required and necessary effort to attend each of their scheduled classes.

**"Cut" Definition:** A class "cut" occurs when a student who is present in school deliberately does not report to his/her assigned classroom for all, or a significant portion of the class period. Each of the following violations will be considered a "cut."

- A. A student who is in the building reports to any area other than his/her designated classroom for the entirety of the scheduled period.
- B. A student reports to class, then fails to return to class after a scheduled activity that takes place away from the classroom (i.e. lunch, assembly. etc.).
- C. A student leaves the classroom with permission, but does not return to the classroom prior to the end of the period.\*\*
- D. A student leaves the classroom with permission, but does not return to the classroom within a reasonable amount of time.\*\*
- E. A student leaves the classroom without permission.
- F. A student arrives to class more than five (5) minutes late, with no Late Pass.
- G. A student receives a Late Pass from the Office, but fails to report to his/her assigned classroom in a reasonable amount of time (discretion of the teacher).

\*Violations C & D will not be considered cuts if there is a medical emergency

**Recording Cuts:** Student attendance will be recorded electronically by every teacher during every period using the Chester Upland School District's information management system, eSchool Plus. The office at STEM Academy will run weekly reports using eSchool Plus that identify students who have been recorded as absent from specific periods on days that they were

present at school (Violation A). Additionally, teachers will record in eSchool Plus when students commit Violations B-G.

Academic Probation: STEM Academy considers “cutting” class to be an academic, not behavioral, issue. Therefore, students who chronically cut class will be placed on Academic Probation. The Academic Probation procedure for chronic class cutting will be as follows:

1. If a student accumulates three (3) cutting violations in one academic quarter (across all classes), that student will automatically and immediately be placed on Academic Probation.
2. Within one (1) week of being placed on Academic Probation, a mandatory parent/guardian meeting will be scheduled. During the meeting, attendance goals for the student will be established; and both parent/guardian and student will sign for the goals.
3. The Academic Probation goals will be reviewed at the conclusion of the subsequent academic quarter (or an earlier date if agreed upon during parent/guardian meeting). If the student does not meet the Academic Probation goals, a determination will be made on transferring the student out of STEM Academy.

Acknowledgment of Class Period Attendance Guidelines

**I affirm that I understand the purpose and regulations of the STEM Academy Class Period Attendance Policy. I also understand the measures that will be taken to address violations of these Guidelines.**

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_