

## Municipal Citation Parent Information

As we begin the school year, I would like to take this opportunity to emphasize the importance of student attendance and provide information regarding municipal truancy ordinances in the City of Kenosha and the Village of Pleasant Prairie.

Legal responsibility for school attendance for children between the ages of 6 and 18 rests with the parent/guardian. You play an integral role in stressing to your child that he or she needs to be in school each and every day. Regular school attendance has proven positive impact on academic achievement and academic success can be jeopardized with each absence from class.

Parents/guardians are responsible to notify the school when their child will be absent from school. A student's absence may be excused by the principal/designee for acceptable reasons such as personal illness, death of a family member or relative, or other reasons such as personal illness, death of a family member or relative, or other reasons of legitimate health concern. The school may require a doctor's excuse for long or frequent absence for illness.

If the parent/guardian does not notify the school when his or her son or daughter is absent, it will be assumed that the student is truant. Truancy is defined by Wisconsin State Statute as "any absence of part or all of one or more days from school during which the school attendance officer, principal, or teacher has not been notified by the parent/guardian of the absence." It is imperative that you notify the school when your child is legitimately absent so that it is not recorded as a truancy.

The City of Kenosha (Section 11.032) and the Village of Pleasant Prairie (Section 9.33) have adopted a municipal ordinance to address the issue of habitual truancy. If a student is absent from school without an acceptable excuse for part or all of five or more days during a semester he or she is considered habitually truant under State Statute and may be referred to Kenosha County Juvenile Intake Service and/or receive a Municipal Citation for Habitual Truancy. **Municipal citations will be issued to students who have been found to be habitual truant and shall be subject to any of the following dispositions which are deemed available to the Municipal Court:**

- Suspension of person's driving privileges
- Counseling, work program or community service
- Order to remain at home
- Order to attend educational program
- Revocation of work permit
- Order to be placed in teen court program
- Curfew
- Order to attend school
- Forfeiture of not more than \$500.00
- Placed under formal or informal supervision
- Order person's parent/guardian to counseling
- Order to report to youth center

While most students do a commendable job of attending school on a daily basis, so do need additional support and encouragement. Please continue to provide your son or daughter the assistance needed to attend school regularly. If you have questions regarding school attendance, contact the school office, school counselor or principal.

Sincerely,

Laurie Bonnar, MSW  
K-8 Attendance Officer