



SUPERINTENDENT OF PUBLIC INSTRUCTION

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February 7, 2003

(X) Action Required
Date Due: 8-15-03
() Informational

MEMORANDUM NO. 7-03M LEARNING AND TEACHING SUPPORT

TO: Educational Service District Superintendents
Chief School District Administrators of Selected Districts

FROM: Dr. Terry Bergeson, State Superintendent of Public Instruction

RE: Reporting Unexcused Absences as Required by RCW 28A.225.151

Attached to this memorandum are:

- Form SPI 1302A/B SEL BLDG (Rev. 12/02) which is to be used by individual schools within selected districts for reporting unexcused absences to their district office.
- Form SPI 1302A/B SEL DIST (Rev. 12/02) which is to be used by the selected school districts in their summary report to the Office of Superintendent of Public Instruction (OSPI).
- A copy of RCW 28A.225.

These forms are to be used by those districts selected to more fully report unexcused absences. The ten school districts selected for the 2002–03 school year are Aberdeen, Bremerton, Davenport, Ellensburg, Garfield, Kelso, Kent, Kiona-Benton, Washougal, and West Valley (Yakima). All other schools in the state are to report using Form SPI 1302A/B BLDG and Form SPI 1302A/B DIST which were distributed with SPI Bulletin No. 85-02 Learning and Teaching Support dated February 7, 2003.

NOTE: Truancy forms are **no longer being sent directly to school buildings**, and are being sent to school districts for distribution. Please ensure that appropriate individuals and buildings are provided with these forms. Copies of the forms are also available on the OSPI Web site at <http://www.k12.wa.us/learnteachsupp/Truancy/>.

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Districts that do not file Form SPI 1302A/B SEL DIST (Rev. 12/02) are subject to recovery of 25 percent of their learning improvement allocation and local program enhancement allocator.

Note: School districts **no longer** file separate reports (Forms SPI 1302C or 1302D) to receive state reimbursement for truancy petitions. Reimbursement for filing of petitions has been eliminated, as funding for these programs is currently addressed in the flexible education program fund. Guidance for the use of these funds is addressed in the ABRF and Accounting manual under revenue account 4175 or expenditure program 75.

The 2002–03 school year is the eighth-year implementation of the Becca Bill requiring reporting of absences and information on petitions, special programs, or schools to reduce truancy. **Reporting of excused absences is no longer required.** School buildings must send their building report (Form SPI 1302A/B SEL BLDG) to their district by June 30, 2003. Districts are then required to compile the building reports and send the summary report (Form SPI 1302A/B SEL DIST) to OSPI by August 15, 2003.

Under RCW 28A.225.020, all districts must keep information in the student's record on actions taken to reduce truancy. Otherwise, OSPI must require the district to file a full report. A copy of chapter 28A.225 RCW is attached.

For more information, please contact Craig Apperson, Program Supervisor, Learning and Teaching Support at 360-725-6051. The agency TTY number is 360-664-3631. This memorandum is available on the agency Web site at the following URL: <http://www.k12.wa.us/bulletinsmemos/>. Memorandum attachments are available in hard copy and on our Web site at <http://www.k12.wa.us/learnteachsupp/Truancy/>.

STUDENT SUPPORT AND OPERATIONS

Marcia L. Riggers
Assistant Superintendent

Martin T. Mueller, Director
Learning and Teaching Support

Craig D. Apperson, Program Supervisor
Learning and Teaching Support

TB:CA:adm

Attachments

