

Educational Enhancement Opportunity Request Form

To request an absence to attend or participate in an educational activity, please complete this application form and return it to your school principal at least five (5) days prior to the absence. Such an absence, as requested by this signed application and approved by the school principal, will be considered an excused absence. The major intent of the activity must be educational in order for the student to be granted this type of absence. The proposed activity must have significant educational value and be composed of an intensive program related to the core curriculum (e.g. art programs, dance programs, State Fair activities, workshops that are educational in nature, college visits, etc.). The Principal will use his/her good judgment to determine if the activity meets guidelines. A student may be approved for up to ten (10) days of absence per year for this purpose. Students who are granted an absence under this policy shall make up all school work. Student grades can not be affected by lack of attendance or participation in classes for approved days. **This type of absence can not occur during the school's or District-wide assessments, unless there are extenuating circumstances that are approved by the Principal.** Decisions may be appealed to the Superintendent and then to the Board of Education, if desired. Students must meet the criteria listed on the application form and produce a product associated with the core area of academics substantiated by the trip. Unexcused absences, excessive absences, grades, as well as the educational nature of the trip will be factors in securing permission for the Educational Enhancement Opportunity.

Student Full Legal Name: _____ Date of Application _____

Name of School _____ Homeroom Teacher _____

Number of Total Absences _____ Number of Unexcused Absences _____

Dates of Intended Absences _____

Date(s) of Intended Absence(s) _____

OTHER SIBLINGS AFFECTED BY THE PROPOSED ACTIVITY:		
<u>Name</u>	<u>Grade</u>	<u>School</u>

Attach an additional page detailing the EEO event and how the activity meets the criteria of being “educational in nature.” Explain how the trip is connected to one or more core areas of the Arts, Foreign Language, Math, Science, Language Arts, or Social Studies. Attached a schedule of activities and the agreed upon product (with Principal and Teacher) to this completed form.

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FOR SCHOOL USE ONLY

(THIS SECTION TO BE COMPLETED BY THE SCHOOL PRINCIPAL / DESIGNEE)

This request must meet the criteria listed below to be eligible for an Educational Enhancement Opportunity (EEO) absence: (Principal please initial each criteria)

- _____ 1. The trip is educational in nature and has “significant, educational value.”
- _____ 2. The student does not have excessive absences and/or is not currently truant (7 unexcused absences).
- _____ 3. The student is in good standing academically.
- _____ 4. The student, teacher, and principal have agreed upon an educational product which will align with one or more of the academic core areas.

Decision of Principal:

- _____ I recommend this EEO request be granted.
- _____ I do not recommend this EEO request be granted.

Principal’s Signature _____ Date _____

FOR CENTRAL OFFICE USE /APPEAL OF PRINCIPAL’S DECISION

The Parent/Guardian, per Board Policy 09.123, may appeal the decision of the Principal or Superintendent.

As Superintendent,

- _____ I recommend this EEO request be granted.
- _____ I do not recommend this EEO request be granted.

_____ Signature of Superintendent _____ Date

- _____ The District Board of Education grants this EEO request.
- _____ The District Board of Education does not grant this EEO request.

_____ Signature of Board Chairman _____ Date

Review/Revised:9/10/2015