

Vista Ridge High School

Spring Semester 2018

Due to the high volume of students who will be leaving early during exams, students will need to bring notes to the attendance office before school begins on the morning of the day they need to be released. We will not have runners for deliveries and cannot interrupt exams with phone calls.

Thank you for your cooperation.

Seniors

June 1 ----- Attend 5th & 6th Periods - **Test 7th & 8th** Periods
June 4 ----- Attend 1st & 2nd Periods -**Test 3rd & 4th** Periods
June 5 ----- **Test 5th & 6th** Periods - dismiss @ 12:40
June 6----- **Test 1st & 2nd** Periods - dismiss @ 12:40
June 7-----Graduation practice for seniors. 9:00 am @ VRHS
June 8 ----- VRHS Graduation

Underclassmen

June 5 ----- Attend 5th & 6th Periods – **Test 7th & 8th**
June 6 ----- Attend 1st & 2nd Periods – **Test 3rd & 4th**
June 7 ----- **Test 5th & 6th** Periods - dismiss @ 12:40
June 8----- **Test 1st & 2nd** Periods - dismiss @ 12:40

An exemption does not exempt students from attendance. The expectation is that all students attend every class regardless of whether they are taking a final. Absences will be unexcused without proper documentation (court note, medical note, etc).

- **Early finals will not be given to any student without administrative approval.**
- **Students must make arrangements to take final during the summer. if they are not present for final.**

SPRING FINAL EXEMPTIONS ELIGIBILITY

- **Number of Absences** - Must not exceed six per class period for the entire year. Students moving in at semester must not exceed 3 absences per class period.
- **Minimum Average Grade Required** is determined by averaging the five grading cycles. Students must obtain a grade average of 80 – 100 (1ST 6 WEEKS through 5TH 6 WEEKS avg.).
- **AP Exam** - Students taking an AP exam for the course in consideration will not have an additional final exam in that class. (except AP Government, AP Economics)
- **EOC Exam** - Students taking an End of Course (EOC) exam for the course in consideration will not have an additional final exam in that class.
- Students who have earned an exemption for a class may choose to take the semester exam and have the exam count in their semester grade if it improves their grade for the course.
- Students and parents/guardians may check attendance and grade records for accuracy through their txConnect account at: <https://itccsgb.esc20.net/PALN/Login.aspx>.

Attendance Code & Exemption Implications

Please refer to this attendance codes chart to determine if an absence is counted against exemptions eligibility:

Code	Description	Not Counted Against Eligibility ¹	Counted Against Eligibility ²
A	Absence-Excused		X
B	ACC Testing	X	
C	Co-Curricular School Related Absence	X	
D	Under Doctor Care		X
F	Failure to Attend		X
G	Other Instruction on Campus	X	
H	Homebound/CEHI	X	
I	ISS Placement	X	
K	Medical Appointment-Parent Note		X
L	LEO Assignment	X	
M	Medical Appointment- Doctor Note	X	
N	Funeral/Memorial	X	
O	Unverified-Unexcused		X
R	Nurse Sent Home		X
Q	Appealed Absence-Approved by Attendance Committee		X
S	Suspended		X
T	Late to Class but Present	X	
U	Unexcused Absence		X
W	Hours Made Up-Excused Absence		X
X	Extra-Curricular School Related Absence	X	
Y	Permit w/o Absence		X
1	College Visit	X	
2	Testing (i.e. AP/IB/TAKS)	X	
3	State Approved Non-Absence	X	
4	Truant on Campus		X
5	Late Excused Absence		X
6	Late Unexcused Absence		X
7	Hours Made Up-Unexcused Absence		X
9	Absent from Sub-Campus	X	

Upon receipt of written verification from a parent for a valid reason, the unverified-unexcused absence will be changed to an excused absence. Student and parents/guardians may check attendance and grade records for accuracy through their txConnect account at <https://itccsgb.esc20.net/PALN/Login.aspx>