

ATTENDANCE  
ATTENDANCE ACCOUNTING

FEB  
(LOCAL)

ATTENDANCE  
ACCOUNTING SYSTEM

The Superintendent shall be responsible for maintaining a student attendance accounting system in accordance with statutory and TEA requirements. [\[See also FD for admissions and residency requirements.\]](#)

~~ALTERNATIVE~~  
~~ALTE~~  
~~RNATE~~ RECORDING  
TIME

When appropriate, the Superintendent shall establish written procedures permitting a campus to specify an ~~alternate~~ [alternative](#) time for taking attendance other than the second or fifth instructional hour. Exceptions may be authorized for an entire campus or for a designated group of students at a campus. The ~~alternate~~ [alternative-](#) time for recording attendance shall be determined in accordance with TEA's *Student Attendance Accounting Handbook*.

PARENTAL CONSENT  
TO LEAVE CAMPUS

The Superintendent shall establish procedures regarding parental consent for a student to leave campus, including procedures for documenting a student's absence. The procedures shall be communicated in the employee and student handbooks.