



What to do if your child is absent

Students who have been absent must present a written excuse from the parent or guardian within five (5) days. The five-day period begins with the day the student returns to school.

All absences require a doctor's note and/or a parent's written note.

Are tardies absences?

No. Tardies are not converted to absences. **Tardies are a disciplinary issue and will be handled according to the Student Code of Conduct.**

Making up work after being absent

Students must be given the opportunity to make up work missed due to all absences. Reasonable time frames for the completion of assignments must be established. Please contact your child's school for more information.

Parents should regularly check if teachers or front office has the most current phone number and physical address to ensure notifications are being sent to the correct number.



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Independent School District

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ZEISD's Parent Guide to School Attendance

Revised 01.05.2016

Attendance is one of the most important factors in a student's academic success. Students who come to school on time, prepared to learn are in a great position to be successful.

Zapata County

Independent School District

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What is the 90% Rule?

According to state law and Board policy, a student is required to be in attendance at least 90% of the days classes are offered.

If a student misses more than 10% or 18 days of school, they must make up class time or they **will not earn credit** for class.

A High School Student should not have more than 9 absences per class, per semester. The tenth absence = no credit.

A Middle School Student should not miss more than 18 days during the school year. The 19th absence = no credit.

An Elementary School Student should not miss more than 18 days during the school year. The 19th absence = no credit.

There Are Three types Of Absences

Recognized Absences (They do not count toward the 90% rule. These are not even counted as absences.) See middle panel for details.

Non-Recognized Absences (These do count toward the 90% rule – just a “regular” absence.)

Recognized and non-recognized absences are factors in calculating Perfect Attendance status.

What are the 6 recognized Absences That Do Not Count Toward the 90% Rule?

1-Health Care Appointments – Student is temporarily absent due to a documented healthcare appointment and must return with a note on the same day or next day.

Student must have been present for some portion of the school day on the day of appointment.

2-Medicaid Screening Appointment

3-Religious Holy Days

4-Mentorship Participation

5-Participation in a School Related Activity

6-College Visits

Who counts for attendance?

All students, Pre-K through 12 grade! Upon enrollment, all students, Pre-K through 12th grade, and who has not yet reached the child’s 19th birthday, shall attend school are subject to compulsory attendance laws.

Notice of Withdrawal

After a student reaches **8 consecutive absences**, a Notice of Withdrawal will be sent to the parent/guardian of student. This notice will inform the parent/guardian that once the student reaches 10 consecutive absences, the student will be dropped. If the student is 19 years of age and has more than five unexcused absences in a semester, the school district may revoke the person’s enrollment for the remainder of the school year.

What About Non-Recognized Absences?

(These absences **DO COUNT** toward the 90% Rule.)

Any normal student absence documented by parent/guardian due to illness or other reasons. (A Written Excuse must be turned in to the office no later than the fifth (5th) day after the absence)

Undocumented student absences (truancy).

Absences due to an out of school suspension (OSS).

Required participation in an ongoing court case.

Attendance at a funeral, which may include 1 day for travel to, 1 day for funeral, and 1 day travel from funeral for a maximum of 3 days per single occurrence.

Any other absence that is not one of the 6 recognized absences.

Non-Recognized absences may be subject to a court complaint being filed.

Campus Attendance Committee

Campus attendance committees are in place at every campus for the purpose of reviewing and encouraging better student attendance and may grant credit due to absences for extenuating circumstances. If a student’s attendance has fallen below the 90% requirement, the attendance committee will become involved.

The committee and the Campus Principal’s Plan will determine what additional make-up work or time is needed in order to regain good academic standing.

Revised 01.05.2016