APTAKISIC-TRIPP School District 102

Dr. Jessica McIntyre, Superintendent
Mr. Scott Blumberg, Asst. Supt. Business Services/CSBO
Dr. Betsy Sostak, Asst. Supt. for Learning and Growth

Dear Parent/Guardian,

Thank you for informing us that your child will be absent from school for an extended period of time for travel purposes. D102 acknowledges the importance that travel has for many of our students with family members in other areas of the world. We also understand that prolonged absences from school may impact a child's educational journey. The State of Illinois and the U.S. Department of Education also recognize the impact of prolonged absences for students, defining chronic absenteeism as more than 15 total days of absences. D102's procedures surrounding extended absences take both of these perspectives into consideration. Please read below for guidance and procedural expectations surrounding extended travel in D102.

Students absent for travel 5 school days or less:

- Parents/guardians notify school; do not complete D102 Extended Travel form.
- Expectations for completing missing work will be treated like any other absence.

Students absent for travel 6-15 school days:

- Parents/guardians notify school and complete the D102 Extended Travel Form to notify the school of the date the student will be leaving and the anticipated return date.
- Students will remain enrolled in D102 and the teacher and schedule will not change.
- Students will have access to asynchronous digital resources on home devices. District-issued devices will be turned in to D102 prior to departure.
- There is no expectation of continued classroom connection or completion of missing work/assessments during the extended absence. Special education and/or support services are not provided during extended travel absences.

Students absent for travel more than 15 school days:

- Parents/guardians notify school and complete the D102 Extended Travel Form to notify the school of the date the student will be leaving and the anticipated return date.
- After 15 absences (or 10% of the school year), a student is considered "**chronically absent**." Please note that this negatively impacts a student's education as well as D102's overall rating.
- Students will turn in their district-issued device and not have access to digital resources.
- There is no expectation of continued classroom connection or completion of missing work/ assessments while the student is on a prolonged absence due to travel. Special education and/or support services are not provided during extended travel absences.
- It is possible that a student's teacher and/or schedule may be changed upon their return.

We wish you safe travels on your journey and look forward to welcoming your child back to D102. Should you have any questions or concerns, please reach out to your child's school or to Betsy Sostak, Assistant Superintendent for Learning and Growth at 847-353-5667.

Thank you!

Scan here for Google Form

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