1. Attendance Officer

The Board has designated Michael Elizondo, Principal to serve as Henry Ford Academy Alameda School for Art + Design Charter School’s Attendance Officer(s).

1. Powers and Duties

The Attendance Officer(s) have the following powers and duties with respect to enforcement of compulsory school attendance requirements:

1. To investigate each case of a violation of the compulsory school attendance requirements referred to the Attendance Officer(s);
2. To enforce compulsory school attendance requirements by:
   1. Applying truancy prevention measures adopted under Education Code 25.0915 to a student; and
   2. If the truancy prevention measures fail to meaningfully address the student’s conduct:
      1. Referring a student to a truancy court if the student has unexcused absences for the amount of time specified under Family Code 65.003(a); and
      2. Filing a complaint in a county, justice, or municipal court against a parent who violates Education Code 25.093;
3. To monitor school attendance compliance by each student investigated by the Attendance Officer(s);
4. To maintain an investigative record on each compulsory school attendance requirement violation and related court action and, at the request of a court, the Board, or the Commissioner of Education, to provide a record to the individual or entity requesting the record;
5. To make a home visit or otherwise contact the parent of a student who is in violation of compulsory school attendance requirements, except that the Attendance Officer(s) may not enter a residence without permission of the parent of the student or the owner or tenant of the residence; and
6. At the request of a parent, to escort a student from any location to a school campus to ensure the student’s compliance with compulsory school attendance requirements.

*Education Code 25.091(a), (b-1)*.