

**LINE MOUNTAIN  
SCHOOL DISTRICT**

SECTION: PUPILS  
TITLE: WITHDRAWAL FROM SCHOOL  
ADOPTED: September 26, 1979  
REVISED: September 27, 1988  
August 23, 2011

208. WITHDRAWAL FROM SCHOOL

1. Purpose  
SC 1326  
Title 22  
Sec. 11.13

The Board affirms that while statute requires attendance of each student starting at age 8 and until age 17, it is in the best interests of both students and the community that students complete the educational program that will equip them with skills and increase their chances for a successful and fulfilling life beyond the schools.

2. Authority

The Board directs that whenever a student expresses a desire to withdraw from school, every effort should be made to determine the underlying reason for such action and the resources of the district should be used to assist the student in reaching his/her career goals. No student will be permitted to withdraw without the written consent of a parent/guardian unless other justification exists, (e.g., that student is an emancipated student).

3. Delegation of  
Responsibility

The guidance counselor and principals will make counseling services available to any student who wishes to withdraw; make every effort to satisfy the student's future educational need; approve the withdrawal of students attending college full time; help the student define his/her own educational life goals and help plan the realization of those goals; inform the student of the tests for General Educational Development; point out to the student the opportunities available in the armed forces; assure the timely return of all district owned supplies and equipment in the possession of the student.

The principal, at a personal session, shall consider each such request individually and make the final decision on withdrawal.

4. Guidelines

Immediately upon district personnel learning of a student's desire to withdraw, the following must occur:

1. The guidance counselor schedules a meeting with the student's team of teachers, the parent/guardian, and the student.
2. During the meeting, the guidance counselor collects data from the team and completes the Withdrawal Process Form.
3. Together, the guidance counselor and the team formulate an action plan.
4. The plan is implemented.
5. Six (6) weeks later, the guidance counselor and the team reconvene to reevaluate the student and the plan.
6. If, after six (6) weeks, the plan is not working and the student still wants to withdraw from school, the guidance counselor sets up a meeting with an

<p>administrator, the parent/guardian, and the student.</p> <p>Other Supports to be Used in the Planning Process:</p> <ol style="list-style-type: none"><li>1. Mentor sessions every two weeks</li><li>2. SAP Process.</li><li>3. Career Link Resources.</li><li>4. Job Coach Support.</li><li>5. Group Referral.</li></ol> <p><u>Letter of Attendance</u></p> <p>Upon request, those students withdrawing from school may receive a Letter of Attendance which shall include the following information:</p> <p style="padding-left: 40px;">Dates attended</p> <p style="padding-left: 40px;">Number of credits earned</p> <p style="padding-left: 40px;">Number of credits required for graduation</p> <p>References:</p> <p>School Code 1326</p> <p>PA Code Title 22 Sec. 11.4, 11.13</p>
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