



*Mintonye Elementary School*  
 2000 West 800 South, Lafayette, Indiana 47909  
 phone: 765-538-2780 fax: 765-538-2988  
[www.mes.tsc.k12.in.us](http://www.mes.tsc.k12.in.us)  
 Rob Skaggs, Principal



**PREARRANGED STUDENT ABSENCE REQUEST**

List Name(s) of Student(s): \_\_\_\_\_

List Date(s) of Absence(s): \_\_\_\_\_

Your child/children will not be counted absent if the reason for the absence is allowed by TSC Policy. Please check the reason below that applies. If none apply, your child will be counted absent.

\_\_\_\_ Service as a page or honoree of the general assembly.

\_\_\_\_ Service for a precinct election board or political candidate on Election Day.

\_\_\_\_ Subpoena to appear in court as a witness in a judicial proceeding.

\_\_\_\_ Active duty service with the National Guard for not more than 10 days.

\_\_\_\_ Participating member of the Indiana wing of civil air patrol for not more than 5 days.

\_\_\_\_ Participating in an educationally related non-classroom activity which is consistent with and promotes the educational philosophy and goals of the school corporation, facilitates the attainment of specific educational objectives, is part of the goals and objectives of an approved course of curriculum, represents a unique educational opportunity that cannot reasonably occur without interrupting the school day, and is approved in advance by the principal.

List the location and/or place that will be visited for this educational experience:

\_\_\_\_\_

Check the curricular area(s) that will be educationally enhanced during this visit:

\_\_\_\_ Reading    \_\_\_\_ English    \_\_\_\_ Math    \_\_\_\_ Science    \_\_\_\_ Social Studies

Note: Missed work and/or alternative assignments for a pre-arranged absence may be given prior to the absence or on the day the student returns as decided by the teacher. In either case, the student will have three calendar days to complete and submit the assignments after returning to school.

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal's Determination: \_\_\_\_ Approved    \_\_\_\_ Not Approved. Student will be counted absent.

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_