



**Parkwood Middle School**  
Jeff Kraftson, Principal  
3219 Parkwood School Rd.  
Monroe, NC 28110  
Phone 704.764.2910  
Fax 704.764.2914  
<http://pwms.ucps.k12.nc.us>

## Parkwood Middle School

### Request of Absence for Valid Educational Opportunity

\*To request an absence to attend or participate in an educational activity, please complete this application form and return it to your school Principal at least five (5) days prior to the absence. The major intent of the activity must be educational in order for the student to be granted this type of absence. The proposed activity must have significant educational value and be composed of an intensive program related to the core curriculum. The Principal and/or Site-based Team will use good judgment to determine if the activity meets guidelines. Students who are approved by the Principal will be allowed to make up all school work. This type of absence cannot occur during the school's state assessment or District-wide assessments unless there are extenuating circumstances that are approved by the Principal.

Name: \_\_\_\_\_ Grade: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Phone: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Dates of trip: \_\_\_\_\_

Student will share presentation with (specify teacher or class) \_\_\_\_\_

Please explain the nature of the event the student will be attending and how the activity meets the criteria of (1) having an educational purpose, (2) having significant educational value, and (3) how the activity is directly related to one of the common core state standards. Use additional paper, if needed, and attach to this completed form.

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**\*\*NOTE:** If this request is approved, the student is required to make a presentation to a class or teacher about the education opportunities provided by this trip. Project is due to teacher **ONE WEEK** from date of return. It is the student's responsibility to request any make-up work from all teachers **PRIOR** to the absence.

Signature of student \_\_\_\_\_ Signature of Parent \_\_\_\_\_ Date \_\_\_\_\_

#### Growing Possibilities...

In compliance with federal law, UCPS administers all educational programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.



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**FOR SCHOOL USE ONLY**

This request must meet the criteria to be eligible for an educational opportunity absence:

Decision:      APPROVED              DENIED

Decision made by Parkwood Middle Site Based Committee OR School Principal on: \_\_\_\_\_

SBMT/Principal's Rationale:

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Signature of Principal or SBMT Chairperson \_\_\_\_\_ Date \_\_\_\_\_

**THIS SECTION TO BE COMPLETED BY TEACHER**

The above mentioned student has completed his/her presentation to my class:

Teacher's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Revised 9/09/2013

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