



# TROTWOOD-MADISON CITY SCHOOL DISTRICT

*Our Mission Is 100% Student Success!*

**Trotwood-Madison  
Board of Education**

**Myra Bozeman**  
*President*

**Norman Searce III**  
*Vice President*

**Michael Andrews**

**Vanessa Jeter-Freeman**

**Denise Moore**

**Dr. Reva Cosby**  
*Superintendent*

**Janice D. Allen**  
*Treasurer/CFO*

**Trotwood-Madison  
Early Learning Center**  
4400 North Union Road  
Trotwood, Ohio 45426  
(937) 854-4511

**Madison Park Elementary**  
301 South Broadway  
Trotwood, Ohio 45426  
(937) 854-4456

**Westbrooke Village  
Elementary**  
6500 Westford Road  
Trotwood, Ohio 45426  
(937) 854-3196

**Trotwood-Madison  
Middle School**  
4420 North Union Road  
Trotwood, Ohio 45426  
(937) 854-0017

**Trotwood-Madison  
High School**  
4440 North Union Road  
Trotwood, Ohio 45426  
(937) 854-0878

## **An Open Letter to Parents/Guardians of Trotwood-Madison City Schools**

Dear Parent/Guardian:

With the passing of House Bill 410, attendance is looked at differently. Instead of counting days absent, it will count hours and minutes absent. This will affect the way a student's tardiness and absences are recorded in the system.

Tardiness and early dismissals will now be added into total absence hours. This can lead to more rapid accumulation of absence hours and a possible attendance referral to Montgomery County Juvenile Court. Tardiness and early dismissals not only disrupt the learning environment of the class, but your child also misses out on important instructional time.

We are requesting that whenever possible, please schedule any appointments your child might have before or after school. This will help your child avoid the accumulation of absence hours due to tardiness and/or early dismissals, and also ensure that your child is receiving the valuable instructional time they deserve.

Thank you for your prompt attention and please remember to bring in doctors notes upon your child's return to school after an absence.

Sincerely,

Trotwood-Madison City Schools  
Attendance Services