

SMHS 25/26 ATTENDANCE REFERENCE

90% ATTENDANCE RULE COMPLETE AN ATTENDANCE RECOVERY OPTION

1st & 8TH PERIODS **9+** ABSENCES
2ND-7TH PERIODS **6+** ABSENCES

If you owe hours or lose credit, you do not qualify for a VOE to obtain a drivers license

75% ATTENDANCE RULE UNABLE TO RECOVER (UNLESS APPROVED @ ATTENDANCE APPEAL)

1st & 8TH PERIODS **22+** ABSENCES
2ND-7TH PERIODS **13+** ABSENCES

ATTENDANCE RECOVERY OPTIONS

SATURDAY SCHOOL

8AM -12PM OR 1PM - 5PM

FALL SEMESTER:	SPRING SEMESTER:
SEPTEMBER 25TH	JANUARY 31ST
OCTOBER 18TH	FEBRUARY: 28TH
NOVEMBER 8TH	MARCH: 28TH
DECEMBER 6TH	APRIL: 11TH
DECEMBER 13TH	MAY: 2 ND & 16TH



(SCAN QR CODE TO SIGN
UP FOR SATURDAY
SCHOOL

TUTORIALS

MORNING OR AFTERNOON
TUTORIAL IN CLASS STUDENT
LOST CREDIT

IMPORTANT

NO BUS
TRANSPORTATION
PROVIDED

HOURS MUST BE COMPLETED BY:

FALL SEM: 12/19/2025

SPRING SEM: 5/16/2026

(EXCUSED AND UNEXCUSED COUNT AGAINST YOUR TOTAL ABSENCES)

ATTENDANCE NOTES

- PARENT CALL
- EMAIL ATTENDANCE
- SUBMIT ONLINE



SCAN QR CODE TO
SUBMIT AN ABSENCE

**NOTES MUST BE TURNED IN
WITHIN 3 DAYS OF ABSENCE**

APPEAL PROCESS

APPEAL DATES:

FALL SEMESTER:
DECEMBER 16,2025

SPRING SEMESTER:
May 18,2026

SCAN QR CODE TO
REQUEST APPEAL



CRITERIA:
EXTENUATING CIRCUMSTANCES
MEDICAL
MUST PROVIDE DOCUMENTATION
AN APPOINTMENT DATE WILL BE EMAILED

CONTACT INFORMATION

SMHS ADMINISTRATORS

A-CRUZ	arlene.hooper@smcisd.net
CUE-HEN	joseph.martinez@smcisd.net
HER- MENDEZ	kayla.kirk@smcisd.net
MENDOZA-ROCHA	clayton.hartley@smcisd.net
ROD- SAM &ECHS	olivia.short@smcisd.net
SAN- Z	antonio.oquendoperez@smcisd.net

SMHS ACADEMIC COUNSELORS

A-CRUZ	daniel.ruelas@smcisd.net
CUE-HEN	janet.baker@smcisd.net
HER-MENDEZ	kristina.flores@smcisd.net
MENDOZA- ROCHA	eva.key@smcisd.net
ROD-SAM & ECHS	barbara.zeigler@smcisd.net
SAN-Z	kristie.jordan@smcisd.net

Attendance emails: regina.lara@smcisd.net or gloria.stedman@smcisd.net