

# *Ridgway Area School District*

## MONTHLY REPORT ON WITHDRAWAL/ENTRY

### **What is the Purpose of the Form?**

This form is used to report monthly entries and withdrawals to the Superintendent's Office.

### **Who Should File the Form?**

The Building Secretary responsible for attendance at each school.

### **When Should the Form be Filed?**

The form should be filed at the first of each month of the school year.

Revised: October 2002

