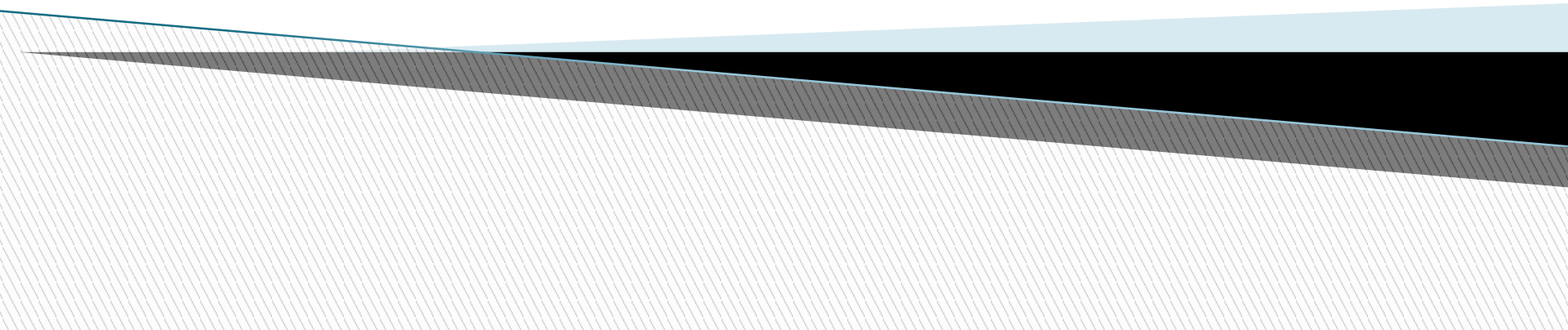
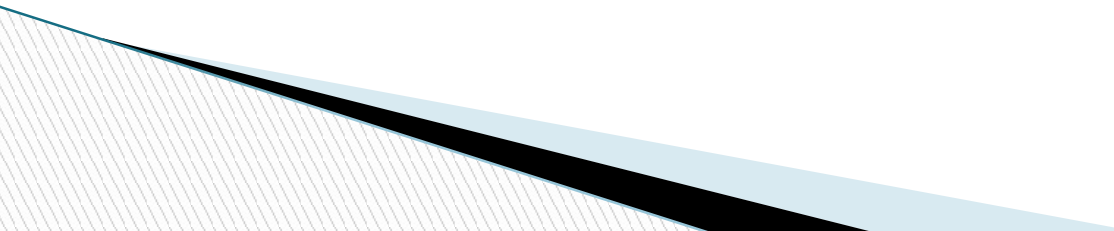


# Sheridan School District

Attendance Initiative



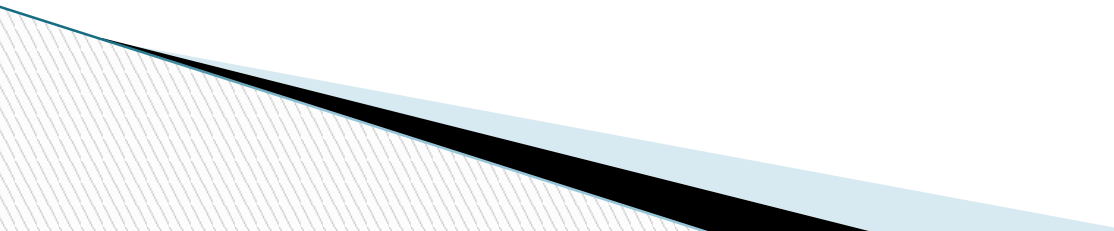
# Attendance Initiative

- ▶ In August of 2014 using data from the 2013–14 school year the district will identify students whose attendance rate was below 90% for the school year and these families will receive a letter explaining the importance of maintaining regular attendance and outlining the negative consequences of chronic absenteeism.
  - ▶ The new policy will be communicated to all district parents during registration for the 2014–15 school-year through a letter to parents. The policy will also be explained to staff during the back to school in-service week. Staff will explain the new policy to all students during the first week of school.
  - ▶ Three staff members have been identified to work with students and families to improve attendance during the 2014–2015 school year. The staff assigned as attendance coordinators will be.
    - ▶ Christina Broncheau K – 4
    - ▶ Kris Molloy 5 – 8
    - ▶ School Resource Officer Derek Trombla 9 – 12
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# Attendance Initiative

- ▶ Step 1
- ▶ Attendance for all students will be checked every four weeks and students who meet the criteria for their grade level will be contacted and their families will be sent an initial attendance letter explaining the importance of consistent attendance and possible future steps. The attendance secretary at each school will pull the attendance report from eSchool and then give the report to the appropriate grade level attendance coordinator. The attendance coordinator will create the list of students that meet the grade level criteria and consult with administration and other school personnel to eliminate students that have known reasons to be absent so we do not mail letters and contact students unnecessarily.
- ▶ Criteria for an initial letter and student contact.
- ▶ Grades K–5 total of 4 days absence during the 4 week period
- ▶ Grades 6–8 total of 28 class period absences during the 4 week period
- ▶ Grades 9–12 total of 20 class period absences during the 4 week period

# Attendance Initiative

- ▶ Step 2
  - ▶ A necessary attendance meeting will be scheduled with students who meet the following grade level criteria.
  - ▶ Grades K – 5 any student who accumulates 10 days of absences for the school year
  - ▶ Grades 6 – 8 any student who accumulates 70 period absences for the school year
  - ▶ Grades 9 –12 any student who accumulates 50 period absences for the school year
  - ▶ The necessary attendance meeting will consist of the attendance coordinator, school administrator, parent or guardian, and student. At this meeting barriers that are keeping the student from attending school will be identified and strategies for overcoming them will be identified. The family will be made aware of community resources that may be of benefit. An attendance agreement will be made for the family to avoid an attendance citation.
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# Attendance Initiative

- ▶ Step 3
- ▶ A citation will be issued to the parents for non-attendance if the student fails to meet the attendance agreement set in step 2.

# Attendance Initiative

- ▶ The district still needs to work with various law enforcement officials and will be doing so this July and August. We will also be soliciting donations for incentives to award to students who show improved attendance over the year.
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