



UNITED INDEPENDENT SCHOOL DISTRICT INFORMATIONAL ITEM

TOPIC: _____ High School Attendance Incentive Program _____

SUBMITTED BY: _____ Laida P. Benavides, CPA _____ **OF:** Division of Finance _____

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: _____

DATE ASSIGNED FOR BOARD CONSIDERATION: _____ July 23, 2008 _____

INFORMATIONAL REPORT:

United Independent School District ("UISD") believes in investing in student achievement and feels regular school attendance is essential for the student to make the most of his or her education.

The Board of Trustees has requested to establish a high school attendance incentive program.

The Program should be designed to encourage high school students to attend school on a daily basis and attain an exceptional attendance record which the District feels will lead to improved student performance and will instill responsibility and self-esteem in students at UISD. The program should provide incentives for those eligible students who have attained a perfect attendance record for a determined attendance campaign period.

Administration has developed the attached "draft" guidelines and is working with campus staff to develop an annual written plan to define the attendance campaign period (s); which incentives will be awarded per campaign period, when the award will take place, etc. The plan should also address how the program will be marketed and communicated to students and parents.

HIGH SCHOOLS - PERFECT ATTENDANCE 2007-2008 BY NINE WEEKS

CAMPUS	GRADE	1st NINE WEEKS	2nd NINE WEEKS	3rd NINE WEEKS	4th NINE WEEKS
ALEXANDER HIGH SCHOOL	9th	239	159	93	100
	10th	183	135	89	89
	11th	156	92	59	56
	12th	102	59	125	151
TOTAL		680	445	366	396
UNITED HIGH SCHOOL	9th	253	230	153	145
	10th	180	149	100	98
	11th	95	141	91	68
	12th	117	69	66	41
TOTAL		645	589	410	352
UNITED SOUTH HIGH SCHOOL	9th	222	136	98	66
	10th	158	92	59	50
	11th	131	81	65	39
	12th	86	46	31	32
TOTAL		597	355	253	187
LBJ HIGH SCHOOL	9th	122	91	44	34
	10th	72	55	37	23
	11th	58	46	20	7
	12th	45	31	20	17
TOTAL		297	223	121	81

Prepared by MIS Department

UISD PERFECT ATTENDANCE DISTRICT WIDE FOR THE SCHOOL YEAR 2007-2008

SCHOOL	EC	PK	K	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	TOTAL
AHS												11	17	5	18	51
LBHJH												7	3	2	4	16
UHS												14	9	3	13	39
USHS												11	5	4	4	24
AGMS									17	10	11					38
CMS									33	21	22					76
LBVM									7	7	5					19
LOMS									4	7	2					13
SGMS									8	3	7					18
TMS									28	26	11					65
UMS									10	9	8					27
USMS									16	18	11					45
WMS									28	27	13					68
BFES	1	21	20	18	30	27	26	28								171
BLGE	2	18	26	38	41	27	38	24								214
CBES	0	1	11	13	12	21	12	11								81
CES	0	1	9	8	8	12	16	15								69
CSBS	4	6	33	42	40	45	58	44								272
FINL	3	2	7	15	13	17	24	17								98
GUTE	0	5	8	23	22	21	22	35								136
HCES	0	7	17	22	19	23	24	29								141
JAES	1	18	18	29	40	29	37	26								198
JLE	0	4	13	10	8	5	11	9								60
JMES	1	6	9	26	21	31	26	23								143
JZES	1	9	15	27	37	30	16	31								166
KZES	0	7	18	12	23	19	8	15								102
KZN	3	8	22	27	38	28	36	37								199
MDL	2	6	12	25	28	22	30	35								160
MMES	2	3	19	24	28	28	24	22								150
NEW	2	4	13	13	20	18	16	21								107
NYE	4	7	5	9	23	18	29	16								111
PER	0	7	11	17	14	17	11	15								92
PES	32	11	14	25	19	23	27	20								171
RCCE	1	7	3	4	9	17	12	7								60
RES	0	9	16	19	19	20	18	23								124
RUIZ	0	13	14	31	34	21	20	34								167
SES	0	7	14	16	31	16	28	30								142
TES	0	9	34	39	32	41	58	40								253
UDDH	0	6	9	15	17	17	17	14								95
TOTALS	59	202	390	547	626	593	644	621	151	128	90	43	34	14	39	4181

Prepared by MTS Department

UNITED INDEPENDENT SCHOOL DISTRICT

Roberto J. Santos
Superintendent

Administrative Guidelines: High School Attendance Incentive Program
Submitted by: Student Affairs and High Schools
Approved by Superintendent:
Effective Date: August 1, 2008

ESTABLISHMENT OF PROGRAM: WHEREAS, United Independent School District ("UISD") believes in investing in student achievement and feels regular school attendance is essential for the student to make the most of his or her education.

THEREFORE, the Board of Trustees has approved local funds to be used to establish a high school attendance incentive program.

PURPOSE: These guidelines are to be adhered to ensure consistency with UISD policies and procedures when dealing with the High School Attendance Incentive Program (the "program").

DEFINED: The program is designed to encourage high school students to attend school on a daily basis and attain an exceptional attendance record which the District feels will lead to improved student performance and will instill responsibility and self-esteem in students at UISD. The program will provide incentives for those eligible students who have attained a perfect attendance record for a determined attendance campaign period.

ELIGIBILITY: High School Students who are enrolled in any of the four UISD high schools in grades 9-12 are eligible to participate in this program.

PERFECT ATTENDANCE: Perfect attendance is considered an exceptional attendance record with a student having been in each scheduled class on a daily basis. As per the UISD Student Handbook, under the Attendance section, "students must be in class when the bell rings at the beginning of each class period. Students are to be marked tardy if they report to class after the bell rings without a proper excuse. Four tardies or early releases in any one class shall be counted as one unexcused absence for award and perfect attendance purposes." The only absence considered "excused" for this program will be if a student is attending a school sponsored event.

ATTENDANCE CAMPAIGN PERIOD(S): The attendance campaign period (s) will run from the first day of the school year through the last day of the school year as published in the annual school calendar adopted by the Board of Trustees. The adopted school calendar defines the dates to be included in a "nine week" period and a "semester" period.

VERIFICATION OF PERFECT ATTENDANCE: The UISD student attendance system, known as EDP, is the official attendance record system for the district. The campus principal, or designee, will utilize EDP to verify for each defined attendance campaign period which students have attained perfect attendance for this program.

STUDENT INCENTIVES: Incentives should be appropriate for students of high school age, be of a reasonable value, and also be conducive to entice school wide participation from all eligible students.

DISTRIBUTION OF INCENTIVE(S): The District should develop an annual written plan to define the attendance campaign period (s); which incentives will be awarded per campaign period, when the award will take place, etc. The plan should also address how the program will be marketed and communicated to students and parents.

Student incentives will be awarded in a consistent manner among all four high schools. A drawing that allows for equal opportunity of chance will take place in a public setting with student and staff representatives present. Winners should be announced immediately.

SELECTION OF WINNER(S): All decisions by UISD faculty and administration regarding the issuance of incentives or opportunities to participate in drawings for incentives are final and may not be appealed.

BUDGET APPROPRIATIONS: Due to the District's commitment to the program, the Board of Trustees will allocate each budgetary year from local funds for the program. The amount allocated will be determined to be no less than $\frac{1}{4}$ **percentage** of average daily attendance (ADA) rate earned by a high school based on their projected enrollment for the coming school year through the Texas Education Agency's (TEA) attendance calculation.

DISCLAIMER: Neither United ISD nor any trustee, administrator, employee or agent thereof is responsible for the condition or performance of any incentive awarded or for any express or implied warranty or any representation made concerning any incentive award.

INDEMNIFICATION: The student and/or/his/her parent will hold the district harmless and indemnify the same with respect to any claim, litigation or prosecution regarding the program or the incentive awards.