

Parent-Teacher Advisory/Behavioral  
Interventions Board Committee Meeting  
Tuesday, November 12, 2024 7:00 AM Central

Room 103-104  
100 South Brainard Avenue  
La Grange, Illinois 60525

**I. WELCOME**

**II. PUBLIC PARTICIPATION**

**III. ITEMS FOR DISCUSSION**

III.A. Review of Attendance Feedback from PTABIC and LTCAC

III.B. Presentation of Attendance Communication/Intervention Continuum

III.C. Discussion of Update to Attendance Communication for Second  
Semester

**IV. PUBLIC PARTICIPATION**

**V. ADJOURNMENT**

## **PTABIC Feedback (9 | 10 | 24)**

### **Questions:**

- What language do we use with families when we contact them if their student is not called in for the day?
- How do we consistently communicate with families the importance of communicating the reason a student is absent?
- Unexcused - can make up work BUT what happens at the end of the semester for unexcused vs. excused absences?
- How do staff interpret - unexcused vs. medical - is it important to 'paint the picture' of why a student is absent?
- What time is the office calling parents?
- How long until that is entered into Infinite Campus?
- Why the 7 excused absences? Why confuse families?
- On the website under make up work for excused/unexcused, it says "students will have 2 days for every one day of excused absence to make up missed work" Is this timeline different for unexcused? Language is a bit confusing if both excused and unexcused are allowed to make up work.

### **Goals:**

- Improve communication systems to the community regarding attendance and discuss incentive systems.
- Continue to build a culture of belonging
- Build small communities within our school

## **LTCAC Feedback (9 | 18 | 24)**

*Consensus Question 1: Reflect on the data and information that was just shared. What surprised you, or was different, from what you thought prior to this presentation?*

- High rate of absenteeism (20+%)
- Seniors have the most absences
- The interventions that are currently in place
- Hispanic student absenteeism rates high - what are the factors behind that?
- District has made a commitment to improve attendance - need to stick with it
- Where should students/families monitor attendance?
- How does transportation (buses) impact student attendance/tardies?

- Comparisons with other school districts helpful - what interventions do they have in place?

*Consensus Question 2: When you think about attendance and on-time behaviors, what ideas do you have for motivating students to demonstrate positive attendance/on-time behaviors? What ideas do you have to deter poor attendance and/or tardiness?*

- Positively and belonging-helps
- Focusing on freshmen-helps
- Punishment-helps(too easy to make up assignments)
- Acknowledge good attendance-helps
- Access to good resources-helps(makes big differences in all areas)
- The comparative data on the schools in our conference surprised our table. Especially the data on Proviso east & west
- We are proud to have some of the lowest rates amongst our conference
- The data on Hispanic absentee rates surprised us
- Common areas more spread out
- Incentivize getting to school early so that student talk and congregate then getting to class because students are here early
- Hot chocolate morning; free food bring people in earlier
- No sports games possibly more incitevising than detention
- Canvas preparing but also maybe incentivizing missing school because curriculum is all online like covid
- Addition of tardy scanner is good
- Connection with staff is appreciated
- Incentives to look forward too
  - Acknowledgements
  - Incentive for students rather for the parent
  - Free Complimentary Season Ticket
  - Not all or Nothing - Point based system
  - Attendance Breakfast / Lunch incentives
- More personal connections with students
  - With tardies, during the school day, SA's shouldn't assume things about students/ talk condescendingly but in a friendlier way, maybe a walk to class.
- More connections with teachers to engage students in school

- Athletic teams and/or clubs welcome students in at the start of the day
- Show statistics to family and students
- Increased focus on it
- Connections with parents that allows insight on issues before they get out of hand
- Healthy competition (motivation)
- Looking at in depth factors and giving resources
- Common ways that students miss school: sleeping in missing first couple periods, not feeling it, sick, stressed
- Health classes-mentioning strengthening attendance in schools and showing data, also mentioning the bus app
- Get parents involved
- It would be motivating for students to have attendance be a part of grades. (could be used when you have a borderline grade)
- School starting later could encourage the attendance rate
- Incentives to look forward to going to school
- Common areas to encourage students to be able to socialize before school
- Encourage students to get involved in extracurricular activities as they will have a motivation/reason to come to school

*Consensus Question #3 - How can LTHS better communicate with and involve families and students in promoting good attendance habits?*

- Personal connection compared to emails and auto calls
- West 40
- Connecting to school community belonging
- If more chronically absent student were involved in clubs/sports there is more incentive for them to attend
  - Activities more engagement
  - Acknowledgement and incentives
  - Quarterly text about absences
  - Reinforcing why school is important
- Great email communication; subject lines depend if emails are all read
- Weekly emails not always read

- Text messaging parents and students mean better response
- Home visits working well from vp perspective
- Parents might not know about students' tardiness
  - Friendlier more personal informing emails/calls
- Connect kid to school
  - Lack of belonging doesn't encourage students to attend school
- Being open with families and sharing data with them'
- Reach out to parents to reach out to community
- Parents should set a good example for attendance
- Automated email with student attendance
- CLARIFICATION on excused absences
- Easier to navigate online sources and let parents know (they get busy sometimes, and that's okay)
- Infinite campus does not give enough information
- Talk with parents before issues get out of hand
- Parents need to be at open houses, to understand how the school runs and how they can be involved
- Positives; they do a pretty good job communicating with parents and students, serving suspension in school now, summer programs meeting with students families with chronic absenteeism, recognizing good attendance
- Can Improve:
  - Open House, not enough parent involvement, decrease in parents getting updates on their kids
  - Some social media page for parents that highlights how they can enhance their student's attendance or attendance policies, good attendance on your transcript so that colleges can see it
- Early intervention is important to get involved to make sure the problem isn't recurring
- It's nice to know right away with notifications from infinite campus if students are late.
- Important to get parents involved as they would encourage students to go to school and stuff rather than a teacher.
- Another email about attendance might not be the most effective way to communicate the problem.

- Call parents to get involved early to make sure it isn't a recurring problem. ○  
Related to attendance, a phone call home would be the most effective way to communicate with parents.
- If parents have to come and meet and talk about absence, parents will be more motivated to encourage kids to go to school and get to school on time
- Continuously meeting with the parents chronically absent students or students with many tardies will help parents in the home
- Daily attendance announcements about days previous announcements  
(Competition for grade level) (Rewards) (North vs South)
- Maybe the grade level or campus with the highest attendance will receive something in return (incentivize)
- We want to know what percentage of students are not in activities. (In reference to the new required four period a day to participate in after school activities)
- How can we get students to get more involved in activities so that they can be excited to come to school.
- How can we cater to those that may have to take jobs to contribute to household income
- How can we cater to those that may have to take care of siblings or loved ones?
- Will starting school later help solve attendance problems?