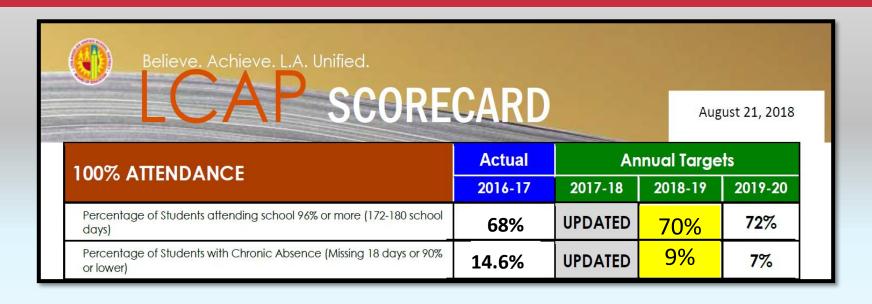




## **Attendance Metric Goals**



#### The 2018-19 District Attendance goals:

- 70% or more of students with Excellent attendance (7 or less absences)
  - Keep it under 7! (marketing message to parents)
- 9% or less of students Chronically absent (16 absences or more)
   Schools will review the attendance goals results on a monthly basis



#### What is Chronic Absence?

**Attendance Achievement by Instructional Day 2018-2019** 96% Attendance rate means having NO MORE THAN 1 absence per 25 DAYS OF INSTRUCTION **Chronic Absence EXCELLENT** 92% - 95% Less than 87% 87% - 91% 96% - 99% 100% Far Below Basic | Below Basic Basic **Proficient Advanced Instructional Day** Date 3 2 1 0 4 or more 25 September 21 7 or more 5-6 3-4 1-2 0 October 26 50 10 or more 7-9 4-6 1-3 0 **75** December 10 9-13 5-8 14 or more 1-4 0 100 **February 5** 11-16 6-10 1-5 17 or more 0 125 March 13 20 or more 13-19 7-12 1-6 0 April 25 150 23 or more 15-22 8-14 1-7 0 175 **May 31 15-23** 24 or more 8-14 1-7 0 180 June 7



## THE IMPORTANCE OF STUDENT ATTENDANCE



Student attendance and student achievement are closely intertwined.

Students who develop patterns of <u>excellent</u> attendance are much more likely to be successful both academically and socially.

# LA UNIFIED ATTENDANCE IMPROVEMENT PLAN

1. Principals will send a Clear, Consistent Attendance message

Examples: Letters, Blackboard Connect Messages, Newsletters, PA announcements, Parent Meetings, Parent Teacher Conferences, Back to School Night, Coffee with the Principal

2. School staff will make Phone Calls to a Targeted Student Group

Example: Target students who are chronically absent

3. School staff will encourage Targeted Group Intervention- Personalized connection/Mentoring

Example: School staff have mentoring visits with identified students.

4. Kindergarten Orientation (Elementary Only)

Every school will include information about the importance of student attendance in their kindergarten orientation.



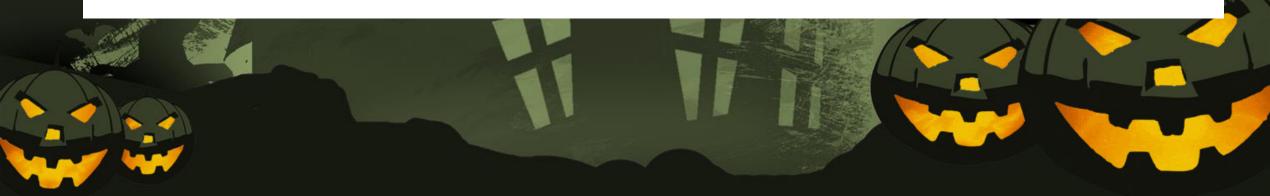
## **SAA SUPPORT**

- Regularly update reason codes
- Support with ensuring that attendance is
   submitted every day
  - Create a positive and welcoming school climate
- Implement Positive Attendance Practices









## **Absence Reason Coding**

Illness/Injury Full Day Absences			
1M	Note from Medical Provider	exe	
1P	Note from Parent/Guardian	e <sub>Xcused</sub>	
1N	School Official Excused		
UC or 0 or 2 (after 10 days)	No note provided	UNEXCUSED!!	

Tardy Reason Codes		
1M	Illness or Medical Appointment with Note from provider  Illness or Medical Appointment with Note from parent/guardian	
1P	Illness or Medical Appointment with Note from parent/guardian	
1N	Illness with school official approval (e.g. nurse check)	
2	Unexcused, 30 minutes or less UNEXCUSED!!	
3	Non-compliant, unexcused for more than 30 minutes	

## **Documenting Tardy Students**





How does your school ensure tardies get documented?

## **Policies regarding Submittal**



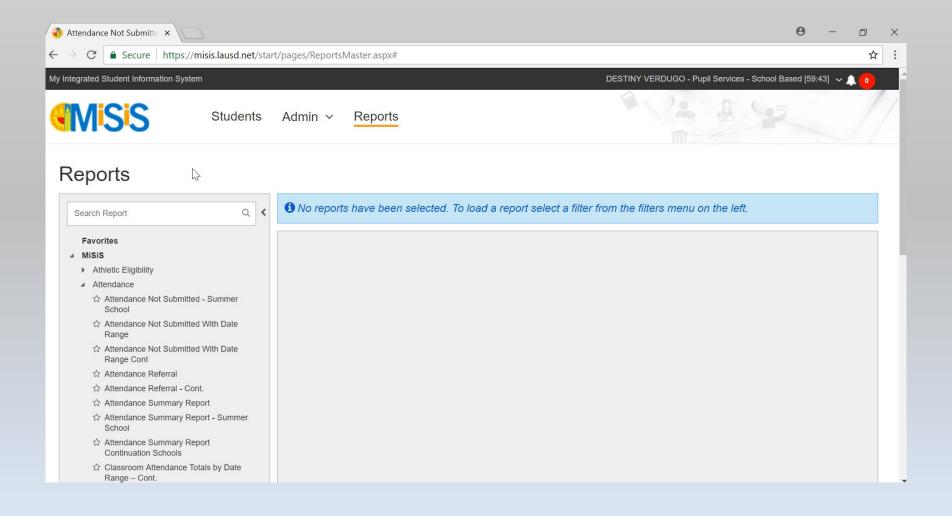
 LAUSD Policy- Attendance must be submitted the first 15 minutes of every class period

Who oversees attendance submittal and who does it affect?

### **Attendance Not Submitted**

This report provides a list of teachers who have not submitted attendance for their scheduled courses/sections for any date range. Memos to teachers can be generated with this report

#### **Attendance Not Submitted**





#### **Attendance Not Submitted**

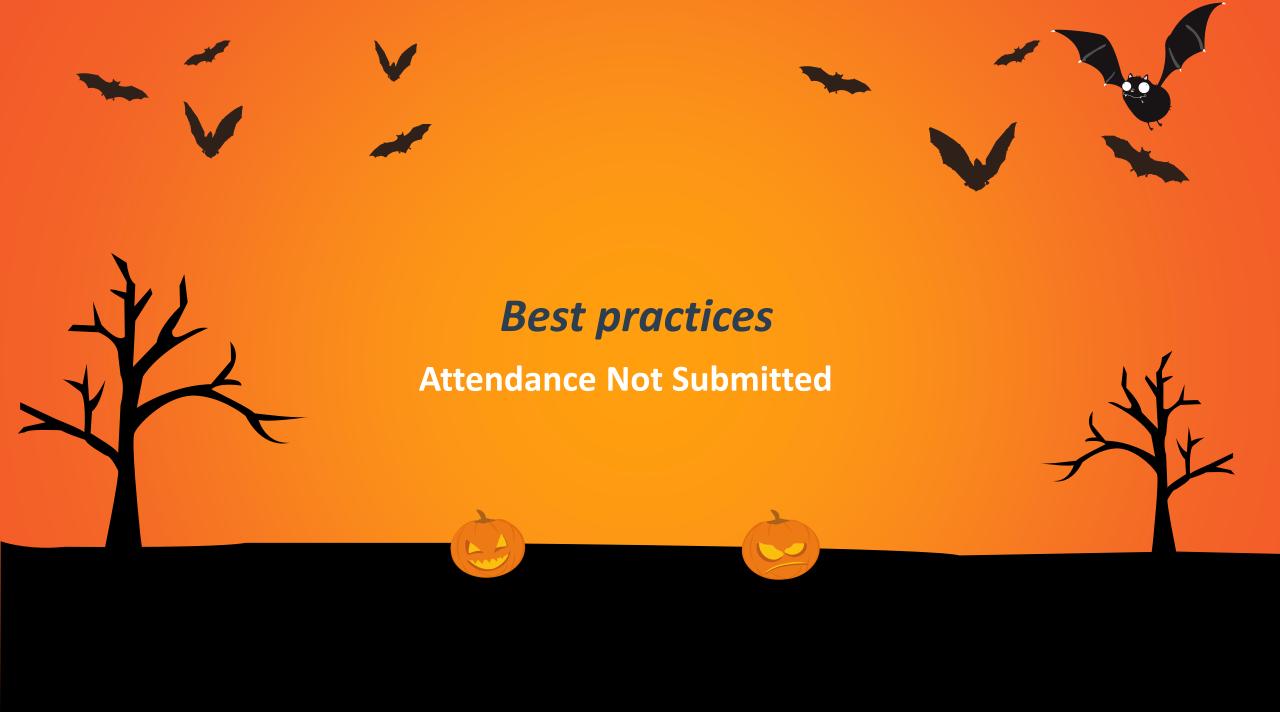
Patterns at your school?

Grade levels?

Specific teachers?

Departments?



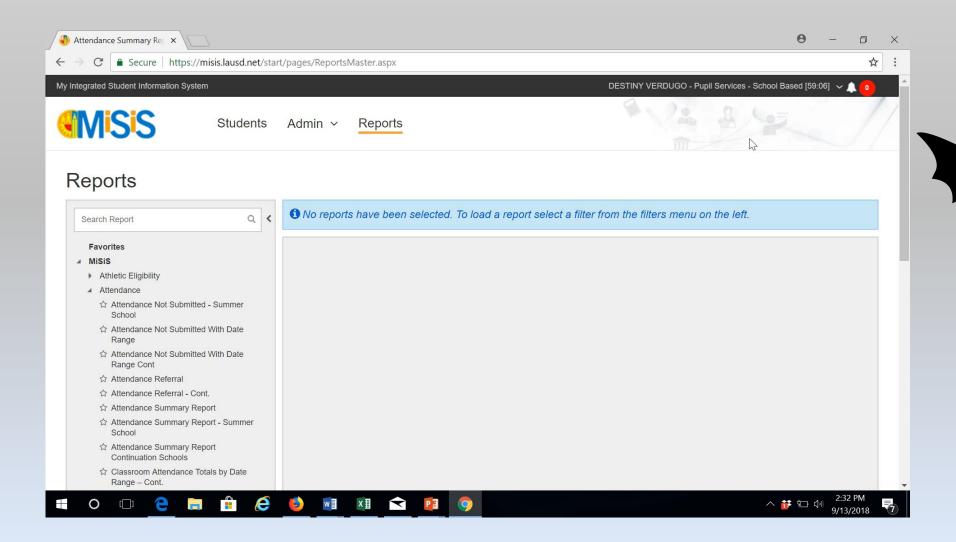


## **Attendance Summary Report**

This report provides the number of full day absences, tardies, early leaves, partial days absences, partial days present, days enrolled and the percent present. A date range parameter can be selected. This report can be sorted by room, percent present or by alpha order (student). There is an option to include the home address. You can elect to see the report via pdf or excel



## Attendance Summary Report



## **Attendance Summary Report**



- Do you notice any patterns?
- How many students at your school have more than 10 absences?
- Is there anyone on that list that surprises you or stands out?
- How is this relevant to your work?

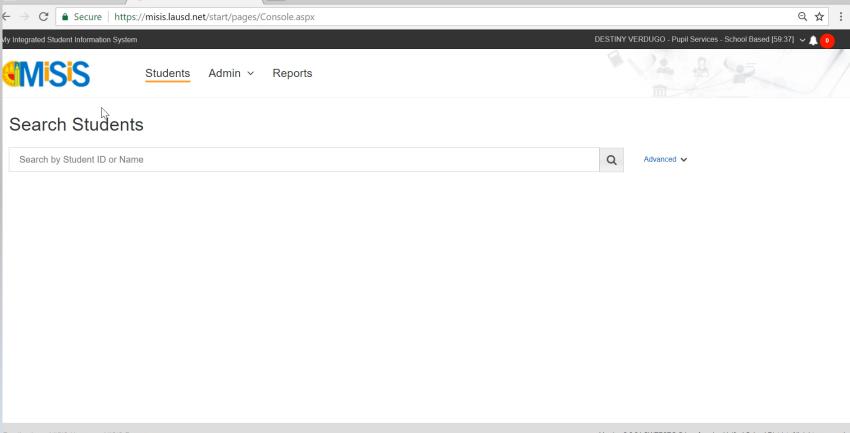


## Notification of truancy reports

- 1<sup>st</sup> letter automated by District —(REF. 5464.7 and frequency timelines)
- 2<sup>nd</sup> letter generated by school
- 3<sup>rd</sup> letter generated by school



## Notification of truancy reports





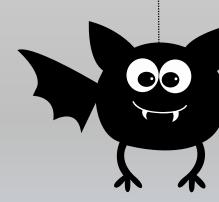
Feedback MiSiS Home MiSiS Resources

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## **UnCleared Absence Report**

This report generates a list of students with uncleared absences accompanied by a letter to the parent/guardian requesting that the absences be cleared. The list/letter can be sorted by teacher/counselor, grade level or student name.



## **UnCleared Absence Report**

