School Attendance in LAUSD
Parent Presentation
Presenter’s Guide

Module: ATTENDANCE MATTERS
Excellent Attendance Predicts Success: The Important Role of Parents

Content: Provide information of school attendance related resources that may help parents help students attend school every day and on-time. Become familiar with District attendance goals, the laws related to attendance, and understand the importance of regular school attendance. Understand the important role that schools hold in supporting their student’s attendance. Review the important role parents and caregivers hold in their student’s education. Become familiar with tools that can help identify support services at schools, and introduce a monthly calendar as a resource for parents designed to help keep track of their student’s absences.

Approximate Time Frame: 45-60 minutes

Suggested Audience: LAUSD families and members of the community
Module Summary

The “Big Ideas”

Participants’ Learning/Performance Objectives

By the end of this presentation, participants will be able to answer the following questions:

- What are the parents/caregivers role in their child’s attendance?
- What is the District’s Attendance Improvement Plan 2018-19?
- What is the LAUSD attendance goal?
- What the CA Educational Codes stipulate regarding attendance?
- Why is attendance important?
- What schools do to support attendance?
- What can parents/caregivers do to help their child’s attendance?

Presenter’s Activities to Support this Learning

During this workshop, the presenter will engage participants in:

- Whole group presentation
- Paired discussion
- Group Activity
- Individual Activity
- Question and Answer session

Tools and Materials

- Evaluation sheet
- Presentation print outs
- Monthly calendar for parents
- School resource directory
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| 1     | ![Slide Image](image1.png) | **Say:** Good morning or good afternoon, welcome to our presentation on the important role that you, as a parent play in your child’s school attendance.  
My name is ___________________________. I am the Parent Leader assigned to this school. Today, I will be sharing some valuable information about student attendance.  
I want to thank you for coming and supporting your child and their school success. |
| 2     | ![Slide Image](image2.png) | **Explain objectives:** Today’s presentation will provide you with knowledge and information about the importance of your child attending school every day and on-time.  
Educational studies show that student attendance is key to student achievement. Students who learn the value of good attendance are much more likely to be successful both academically and socially.  
In today’s presentation, I will introduce the District’s Attendance Improvement Plan, attendance goals and California law related to school attendance and discuss how you are a critical part of your child’s attendance. |
Facilitator, for each bullet read the notes below:

**First Teachers** - parents are a child's first teacher and will continue to be his/her lifelong teacher. It is important to set aside time to offer to help.

**Cheerleader** - children thrive on encouragement and yours, as the parent, is the most important.

**Role Model** - children live by example. Teach or show them that learning is important for you as well; pick up a book to read or read together, and maintain regular communication with Teachers and school staff.

**Enforcer** - set clear goals and expectations and help your child reach them by setting routines, limits and rewards. Ensure your children do their homework.

**Advocate** - Meet with your children’s teachers and understand how they are doing in class. When speaking on your child’s behalf be mindful as to your tone of voice and language used to be respectful to others at all times.

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**Say:** The Superintendent, Austin Beutner has identified Attendance Improvement as one of his key priorities for the LAUSD this year 2018-19.

The plan involves every school, principal, every teacher and student.
The plan is to bring awareness throughout the District and the LA community about the importance of attendance. The plan includes a broad network of messaging that educates the public at large about the educational impact of student attendance and the facts related to high absenteeism. The education of all stakeholders, superintendents, directors, administrators, school staff, students and parents and community is fundamental to the plan. Everyone is responsible and accountable for student attendance.

### Attendance Metric Goals

1. Improve Excellent Attendance which means 7 or less absences.
2. Decrease Chronic Absenteeism which decreasing the number of students missing 16 days or more.

Note: The District’s goal is to have 70% or more of our students with Excellent Attendance. No more than 9% of our students should be chronically absent.
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| 7     | ![How Will We Make Progress](image) | **Say:** The District's plan is grounded in 3 key practices. Schools will implement the following three practices:  
1.) Send a clear, consistent attendance message.  
*(examples in red)*  
2.) Make personalized phone calls to a targeted group of students  
*(examples in red)*  
3.) Make personalized connections or mentor a targeted student group.  
*(examples in red)*  
All schools will have the opportunity to define how these practices look like in their school.  
**Say:** Each school should explain how they are personalizing the practice.  
**Say:** When schools, and families work together to support their students attendance, students tend to do better in school. |
<p>| 8     | <img src="image" alt="Improving Attendance of Every Student" /> | <strong>Say:</strong> These practices are being standardized throughout the District to ensure all schools provide support to every student so that every student can improve their attendance. |
| 9     | <img src="image" alt="LAUSD Attendance Goal" /> | <strong>Say:</strong> Remember, the goal for all students is no more than 7 absences. |</p>
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| 10    | ![Excellent Attendance=School Success](image) | **Say:** What does Good Attendance look like?  
Good Attendance is 7 or Fewer Days Absent  
Students are more likely to achieve and graduate with Excellent Attendance.  
Our goal is to move everyone from red and yellow to green. |
| 11    | ![What Does Our State Law Say About School Attendance?](image) | **Say:** The law in California says all children between the ages of 6 and 18 must attend school. It is our responsibility as parents and guardians to make sure that our children do not miss school unless they have a valid excuse.  
For additional information, refer to the School Attendance Brochure in your packet (in English and Spanish). You can also find important information about attendance related laws in California in the LAUSD Parent-Student Handbook. |
| 12    | ![California Law and Parental Responsibility](image) | **Say:** By law in California, it is the parent’s responsibility to make sure that children are in school every day and on time. |
### Slide 13

**Why is Attendance Important?**

Brainstorm with your table or elbow partners.

- Share with each other why you send your child to school and why attendance is important.

**Facilitator:** Have parents talk to an elbow partner and come up with some reasons why attendance is important.

**Say:** Please talk to an elbow partner for 2 minutes and come up with some reasons why attendance is important.

(Allow time for parents to talk at their table. Then ask volunteers to share some of their answers. Write the answers on a large piece of paper or a whiteboard or blackboard)

**Facilitator:** Please chart answers given by parents (on blackboard*, whiteboard*, charting paper) and leave answers visible to discuss later. *If using a blackboard or white board please leave space for answers in coming slides*

### Slide 14

**If Students Are Not in School, They Cannot Learn**

- Students who are chronically absent in preschool, kindergarten, and first grade are less likely to read at grade level by third grade.
- Students who do not read at grade level by the end of third grade are four times more likely than proficient readers to drop out of high school.
- For every one day missed, it takes a child three days or more to make up for lost instructional time.

**Say:** Attendance strongly affects academic success in school, because if the student is not in class they cannot learn and fall behind.

**Facilitator:** Please ask for volunteers to read the bullet points
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| 15    | Slide View | **Potential Lifelong Consequences**<br>Chronic Absence has been identified as a strong predictor of low educational attainment, lower wages, higher unemployment and in general, lower quality of life.**<br><br>Say: Absence refers to all absences, whether they are excused or unexcused. Lost instruction due to chronic absence can lead to social and economic consequences well into adulthood. These consequences can occur even if the student had a valid reason to be absent.**<br><br>Ask: What are some give examples of social and economic consequences?**<br><br>Say: When your child is absent for any reason, they miss valuable instruction. When a child misses one day of school, it can take 3 days to catch up.**<br><br>Ask: How many days will it take your child to catch up in school if they miss 3 days?**<br><br>Facilitator: Read bullet points**<br><br>16 | What Schools Do to Support Attendance | Schools are responsible for building safe, welcoming learning environments.**<br>- Support every individual student with their learning, and be available to support parents (talk with parents about their child’s progress regularly, teach parents to talk with their child about school every day)**<br>- Address factors that impact attendance by connecting families to school and community resources**<br>- Encourage students to attend school every day through strong teacher and staff connections**<br><br>Say: What are common reasons that students miss school?**<br><br>Facilitator: Have parents talk to an elbow partner and come up with some reasons why students are absent.**<br><br>Say: Please talk to an elbow partner for 2 minutes and come up with some reasons you have heard as to why students are absent.**<br><br>(Allow time for parents to talk at their table. Then ask for volunteers to share some of their answers. Write the answers on a large piece of paper or a whiteboard or blackboard**<br><br>Facilitator: Please chart answers given by parents (on blackboard*, whiteboard*, charting paper) and leave answers visible to discuss later. *If using a blackboard or white board please leave space for answers in coming slides**<br><br>17 | Why Are Students Absent? | • Brainstorm with your table or elbow partners**<br>- Work together to list the factors that contribute to student absences.**
### Presenter’s Text

**Slide 18**

Say: Parents’ involvement in their child’s education is very important and you as parents hold different roles.

**Slide 19**

Facilitator: Read bullet points

**Slide 20**

Ask: Why do students need regular routines?

Say: Regular routines give students a sense of security, helps students to prepare and know what’s expected so they can perform well

Please read the examples of regular routines

**Slide 21**

Facilitator: Read bullet points
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| 22    | ![Image](image1.png) | **Facilitator:** Read bullet points  
*After the second bullet point*  
**Facilitator:** If the child’s appointment must be during school hours, please have your child attend school prior to the appointment and return to school after the appointment to complete the school day if at all possible. |
| 23    | ![Image](image2.png) | **Say:** It is important to make sure that you communicate the reason for your child’s absence to the school as soon as possible, preferably within 10 days. Please keep in mind that all absences, excused or unexcused, are recorded and reported in the District’s report to the State. |
| 24    | ![Image](image3.png) | **Say:**  
Also in your packet is a monthly calendar designed especially for parents. The calendar can be used to help you keep track of your child’s absences.  

*Please review calendar with parents, and encourage parents to post the calendar* |
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<td>25</td>
<td><img src="image" alt="Diagram" /></td>
<td><strong>Say:</strong> There are many support staff at schools who are responsible for helping students and parents. Even though we may not have a Pupil Services and Attendance Counselor, or Psychiatric Social Worker at every school, there should always be someone who can help you if your child is having an attendance problem at our school, or any other LAUSD school your child attends in the future. Please reach out to one of the staff members listed on the Resource Directory if you need some assistance.</td>
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<td>26</td>
<td><img src="image" alt="Image" /></td>
<td><strong>Facilitator:</strong> Read President Obama’s quote <strong>Say:</strong> You are one of the most important factors in your child’s success at school. Your child needs your attention and involvement at school, so please continue to participate in meetings like this. Continue to show your children how much you care about their education and how deeply you believe in their ability to succeed.</td>
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<td><img src="image" alt="Image" /></td>
<td><strong>Say:</strong> Thank you very much for your time and attention. We are grateful for the opportunity to present this information to you, and look forward to continuing our partnership to support our students and families.</td>
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<td>28</td>
<td><img src="image" alt="Image" /></td>
<td><strong>Say:</strong> If students are not in school, they cannot learn. Every day is important. Keep it under 7 absences all year. Every day matters!</td>
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