

ALL HANDS-ON DECK: Attendance Team Building Strategies

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OBJECTIVE

To explore how attendance teams can greatly reduce chronic absenteeism at the school site, the district, and the county level.

All Hands-On Deck - Benefits



Coming together is a **beginning**, staying together is **progress**, and working together is **success**.

- Henry Ford



John North HS Example - RUSD

- NORTH HIGH SCHOOL – illustrates importance

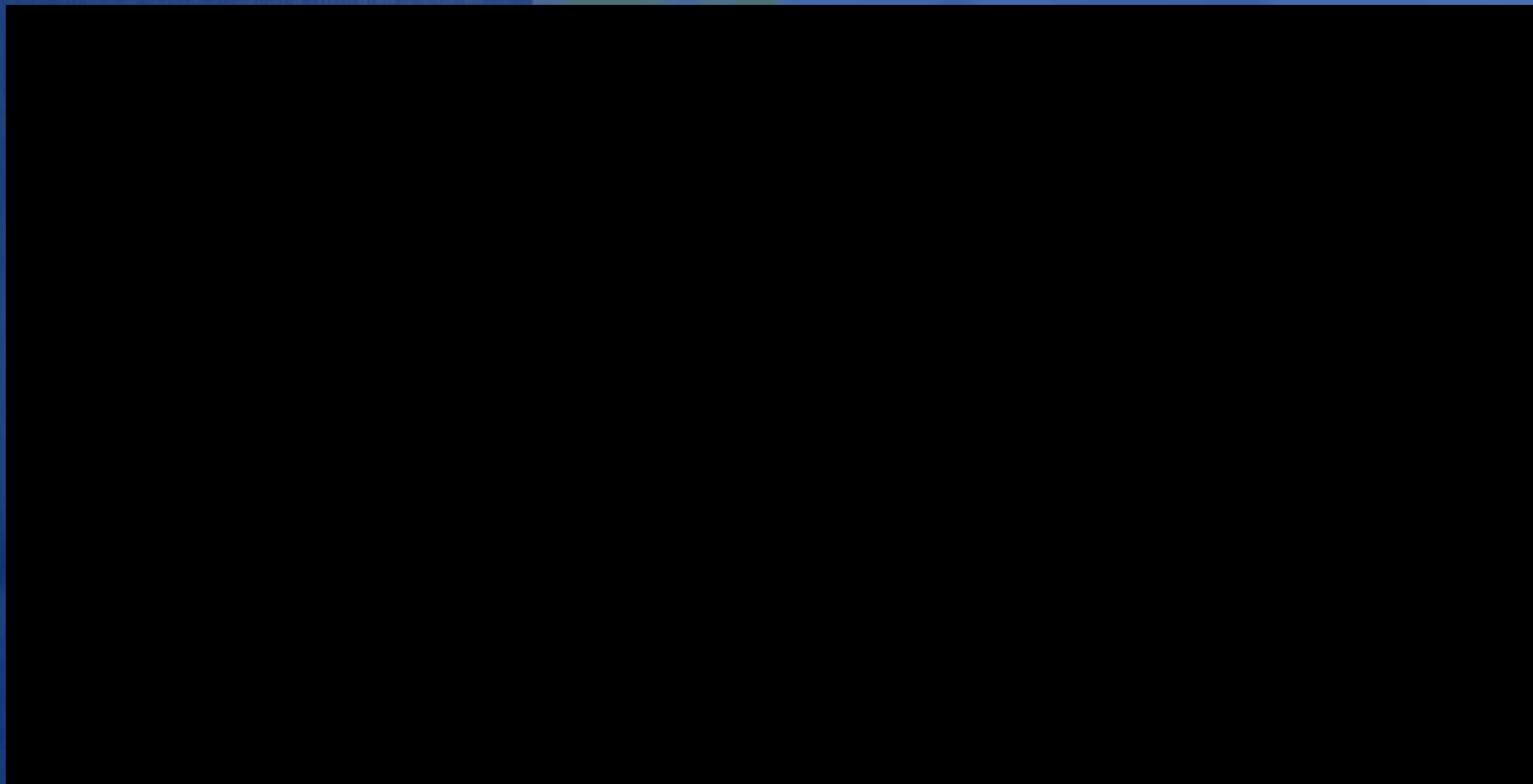


- In 1 School Year, North HS went to top 3 in district!
- Reason: A dedicated School Site Attendance Team!

“The battle to reduce Chronic Absenteeism is often won or lost at the School Sites.”

A Case Study: Detroit

https://www.youtube.com/watch?v=o_IF9AV7oWg



SCHOOL SITE ATTENDANCE TEAMS

SUCCESSFUL SITE ATTENDANCE TEAMS:

- Meet regularly outside of cases & SART Referrals to generate uniform attendance practices at each School Site
- Implement best practices on an ongoing basis
- Use DATA to gauge which students & groups need focus
- Bring together a multi-disciplinary team at the School Site
- Delegate tasks and take consistent incremental steps forward
- Build *enduring and evolving systems for Reducing Ch. Abs.*

ATTENDANCE – MTSS CONCEPTS



- <http://culvercitycrossroads.com/2019/12/10/ccusd-school-board-workshop-multi-tiered-systems-of-support/>

EQUITY CONSIDERATIONS



Building the Team – Site Level

- POSSIBLE TEAM MEMBERS:
 - Principal
 - Assistant Principal
 - School Counselor
 - School Nurse / Health Tech
 - Office Assistant & Attendance Clerk
 - Site Social Worker or Social Work Intern
 - Parent Liaison or Parent Ambassador
 - Teachers or Grade Level Leads
 - PBIS Specialist
 - District CWA Staff
 - Parents and/or Students

Building the Team – Site Level

GROUP SHARE

- Do you have an attendance team at your site?
- What are some of the activities your attendance team performs?
- How can their performance be improved?

Building the Team – Site Level

TASKS for the SITE LEVEL TEAM

- TIER 1
 - Student Engagement
 - Parent Involvement
 - School Climate & A Culture of Engagement
- Communication, Tone, Messaging, & Outreach
- Use of DATA to identify *individual students* and *student groups* in need of most intervention
- School Site Attendance Meetings (SARTs)
- Create list of Resources: at site, district, & in community
- Information Packets
- Site Specific Issues & Tasks

School Site Team Agenda & Life Cycle

- Create or Expand on Team
- Designate Roles
- Set *Regular Meetings* – 2x / month at the beginning suggested
- Each meeting, select a small # of tasks to work on: incremental
 - Example: Tier 1 student engagement, Parent Involvement...
- Follow up at the next meeting, select more tasks
- Continue to meet regularly
- Continue to expand on your program
- **Repeat this cycle each year...**

School Site Team Examples

- TIER 1 STUDENT ENGAGEMENT

- Assigning Staff Mentors to Students, “teams”
- Virtual Lunch w/ Teachers & Staff Members
- “Hot Chocolate / Cocoa” w/ Principal
- You Tube Channels & Shout Outs
- Student Incentive Stores – PBIS Rewards App
- Attendance Pizza Drive Through
- Poster Contests
- Student Recognition for Good & *Improved* Attendance/Participation
- Rewards & Incentives for Classes w/ Best Attendance/Participation
- Using School Marquis to Recognize Students
- Gift Certificates or Prizes

School Site Team Examples

- HEMMERLING ELEMENTARY SCHOOL

Daily Attendance



School success starts
with attendance

Parent Communication is a
priority for us so we have
Daily Outreach through...

*Phone calls

*Parent Square Emails & Text
Messages

*We offer different ways to clear
absences (Scan QR Code)

*Parents have an open line of
communication with office staff
and teachers.

School Site Team Examples

- HEMMERLING ELEMENTARY SCHOOL

Attendance Incentives



The Mustang Library With Ms. B

Prizes are arranged by category:

- Word Count Incentives
- Tiered Prizes for:
 - Chronically Absent improvement
 - Perfect/ Good Attendance
 - Student of the Month
 - iReady Completion vs Growth
 - Incentive Store
 - PBIS/ e- Mustang Tickets

All assorted by Grade Level



School Site Team Examples

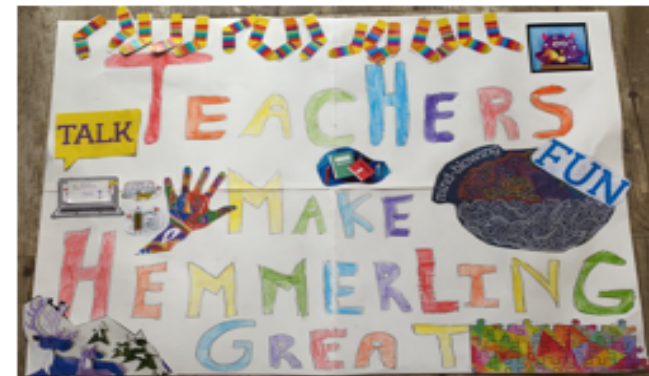
- HEMMERLING ELEMENTARY SCHOOL



I <3 Hemmerling Poster Contest

Focus: Positive School Climate & Sense of Belonging

- School-wide Contest
- 60 entries
- Judged by Attendance Team
- Top 12 featured in MM



School Site Team Examples

- HEMMERLING ELEMENTARY – PARENT INVOLVEMENT

We Care Campaign

Desire to implement a **proactive approach** by creating a **positive culture and climate** for Parent and Guardian engagement.



Focus:
*Helping student's Parent's and Guardian's know **our school cares***

Campaign created to run parallel to our student campaign.



Focus:
*Helping students know **our school cares***

SITE ATTENDANCE TEAMS: GROUP SHARE

- How can we build attendance teams on our campuses that currently do not have attendance teams?
- How can we make the work of existing attendance teams more productive?

DISTRICT LEVEL ATTENDANCE TEAMS

- A Committee of Districtwide Multi-Disciplinary Professionals:
 - CWA Staff
 - Site Administrators
 - District Nurse
 - Counselors
 - District or Site Social Worker or Intern
 - District Data Professional
 - PBIS & MTSS Professionals
 - Teachers
 - Attendance Clerks and/or Site Clerical Staff
 - District Attendance Specialists
 - Student(s)
 - Parent(s)

DISTRICT LEVEL ATTENDANCE TEAMS

- GOALS
 - To Create Templates for All Sites
 - i.e. a SARB Referral Checklist
 - To Create Uniform Practices Districtwide
 - To Revise Disciplinary Practices & Create Alternatives to Suspension
 - To Review & Revise Letters, Communications & Outreach
 - To Create a District Guide / Pamphlet re: Attendance Practices
 - To Provide Support for School Site Attendance Teams
 - To Assist Sites w/ Data Collection & Usage
 - To Implement Successful District SARB Meeting Practices
 - To Provide Resources for Sites in Tier 1 Implementation
 - To Create a Districtwide Attendance Campaign
 - To Provide Ongoing Professional Development Training to School Sites & District Staff
 - To Meet Regularly, Review Practices, & Promote Best Practices

DISTRICT LEVEL ATTENDANCE TEAMS

- **EXAMPLES: Alvord USD & Riverside USD**
 - Inclusion of Site Level & District Level Professionals
 - Rewriting Letters & Communications
 - Writing a District Attendance Guide
 - Meeting Regularly to Create District Policies
 - Discussing Ways to Support School Sites
 - Working on the MTSS Framework for Attendance
 - Working on Ways to Provide Resources & Support to School Sites

RCOE: ALL HANDS-ON DECK

- SITE SUPPORT PARTNERSHIP
- DISTRICT ATTENDANCE TEAM PARTNERSHIP
- COUNTY SARB
- Please contact: Amir Alavi, aalavi@rcoe.us

RESOURCES

- Attendanceworks.org
- <https://www.attendanceworks.org/resources/handouts-for-families/>
- <https://www.attendanceworks.org/resources/toolkits/mentoring-elementary-success-mentors/what-support-is-needed-from-schools/a-principal-led-team-overseeing-attendance/>
- https://www.attendanceworks.org/wp-content/uploads/2019/06/Attendance-Team-Overview_030220.pdf
- <https://www.cde.ca.gov/>
- <https://www.cde.ca.gov/sp/eo/is/faq.asp>

RESOURCES

- <http://www.attendanceworks.org/research/portraits-of-change/>
- **Attendance Playbook – Covid-19**
 - https://www.future-ed.org/wp-content/uploads/2020/07/REPORT_Attendance-Playbook-Covid-Edition.pdf
- **Absenteeism & Truancy: Interventions and Universal Procedures** Paperback – 2013, Ph.D William Jenson, Ph.D Randy Sprick , M.S Jessica Sprick
- **School Leader’s Guide to Tackling Attendance Challenges** Paperback – 2018, Ph.D Randy Sprick , M.S Jessica Sprick

RESTORATIVE PRACTICES RESOURCES

- What is Restorative Practices?
<https://www.iirp.edu/restorative-practices/what-is-restorative-practices>
- SDCOE - <https://www.sdcoe.net/student-services/system-of-supports/Pages/Restorative-Practices-in-SART-or-SARB-.aspx>
- Attendance Works:
<https://www.attendanceworks.org/resources/transition-guide/the-3-es-restorative-practices-to-ground-transition-planning/>
- Akoben: (Dr. Malik Muhammad)
<https://akobenllc.org/>

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QUESTIONS or COMMENTS?

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