

Absenteeism and Truancy Intervention: Counterbalancing the Barriers



October 28 & November 6, 2020
Presented by the HCS Office of Student Services

Why Does **Attendance** Matter?



Why Does Attendance **Reporting** Matter?

- Accreditation waived for 2020-21 SY and 2021-22 SY
- Chronic Absenteeism - monitored but no sanctions
- So why the huge push for accurate attendance reporting and truancy intervention????

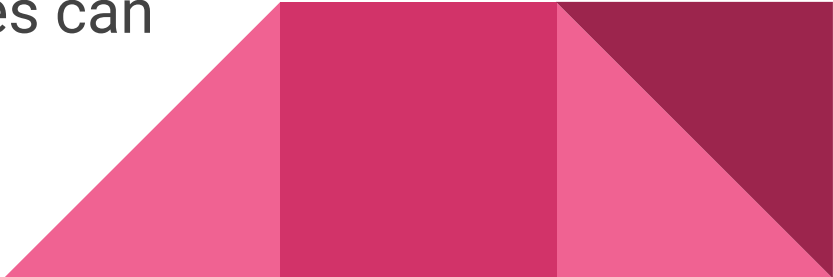


When can we update/excuse absences?

If the parent/guardian provides a **personal excuse** (illness without documentation, internet concerns, travel, family emergency, etc.) during the Truancy Contact or CAP meeting, schools can excuse up to 5 absences and note “**Personal Note from Parent #**”.

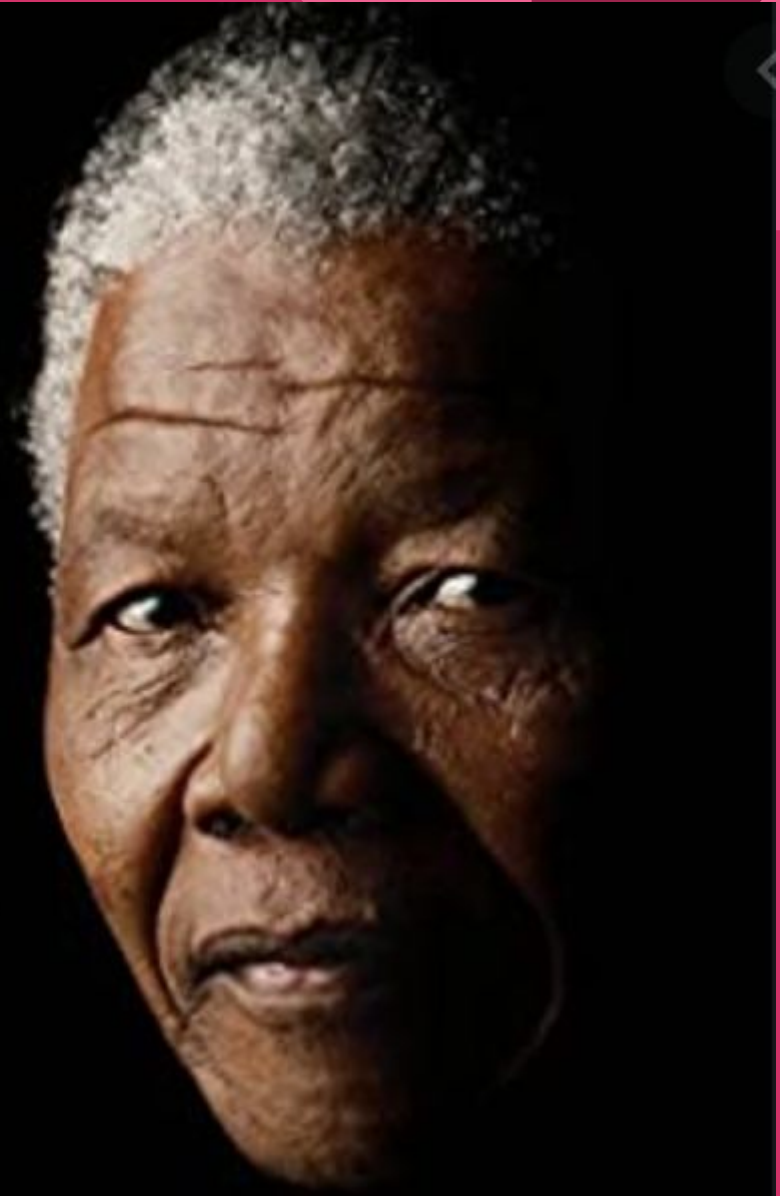
If a student receives and completes **alternate learning experiences** that are developed by the school and administratively approved (e.g. paper-pencil assignments, pre-recorded videos with alternate assignments, etc.), attendance can be changed to Present with a note “**Student completed alternative learning experience due to ...**”

If a student has **technology/internet access issues**, absences can be excused. If the issue is chronic, there should be support efforts to address it.



“Education is the Most
Powerful weapon
which you can use to
change the world.”

Nelson Mandela



What does this mean to you?

Evolution of Attendance Mandates

- Compulsory Education Law
 - Massachusetts, 1852
 - Virginia, 1908 § 22.1-254, 1950
- 1980's - 2010: Truancy Protocols
- 2010: Shift to Truancy Intervention and Support (HERE!)
- 2015: Obama initiative to address Chronic Absenteeism
 - (\geq 10% total absences)
 - Chronic Absenteeism added to Accreditation criteria under *ESSA*

Equity and Access

Absences are the first “symptom” of inequity and access barriers!

- Homelessness
- Food insecurity
- Poverty
- Family dynamics/Parental relationships
- Parent work schedules/adult supervision
- Parental/family incarceration
- Trauma
- Drug and alcohol abuse
- Physical, mental, sexual abuse
- Criminal activity/court involvement
- Mental health issues
- Chronic physical health issues
- and now more than ever.....

Technology!

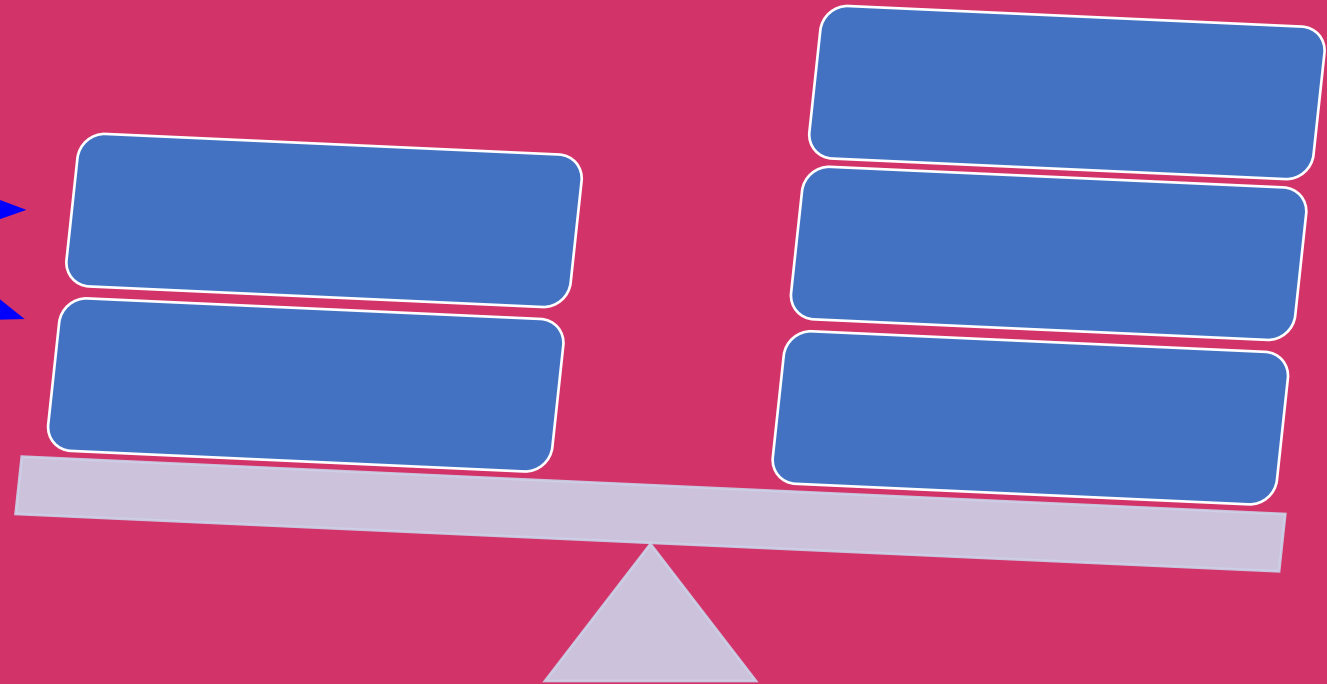


Counterbalancing the Barriers....

What can we put in the empty cells to counterbalance the barriers?

Intervention

Barriers



Counterbalancing the Barriers....

Do these address
the barriers?

Intervention

Barriers

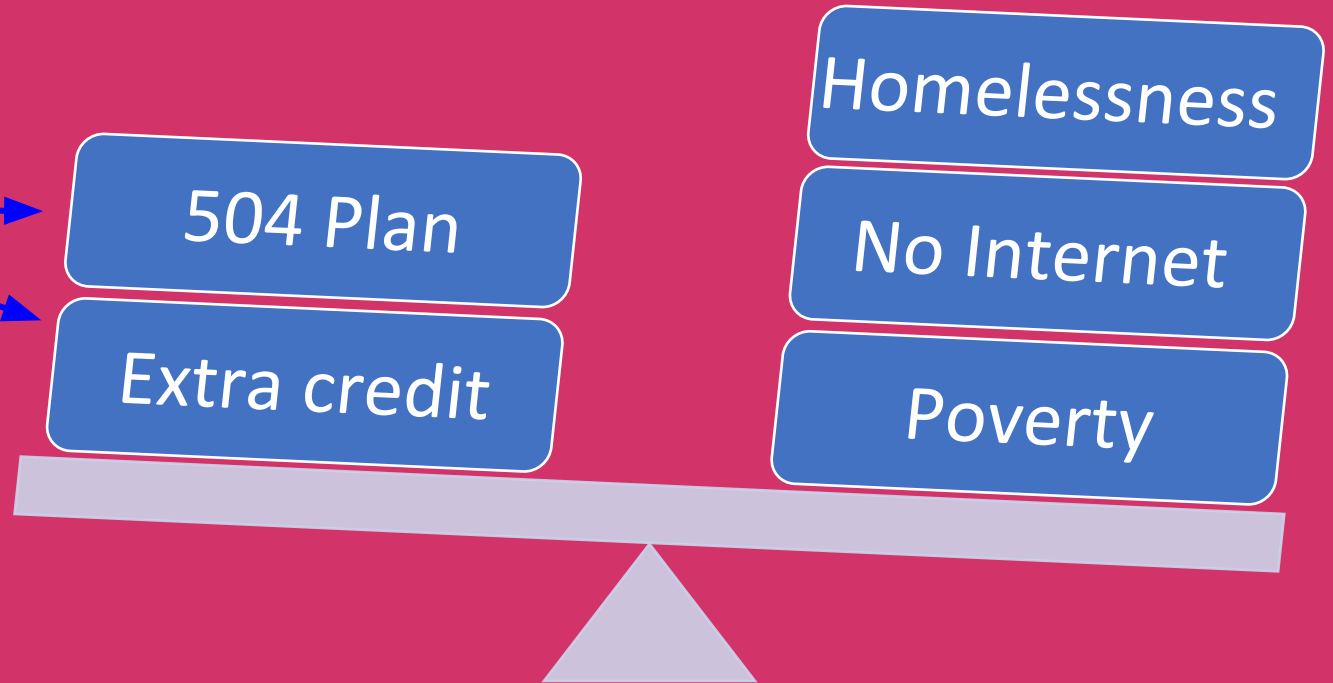
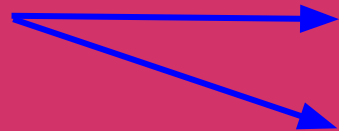
504 Plan

Extra credit

Homelessness

No Internet

Poverty



Counterbalancing the Barriers....

What could we
provide to address
these barriers?

Intervention

Barriers

Homelessness

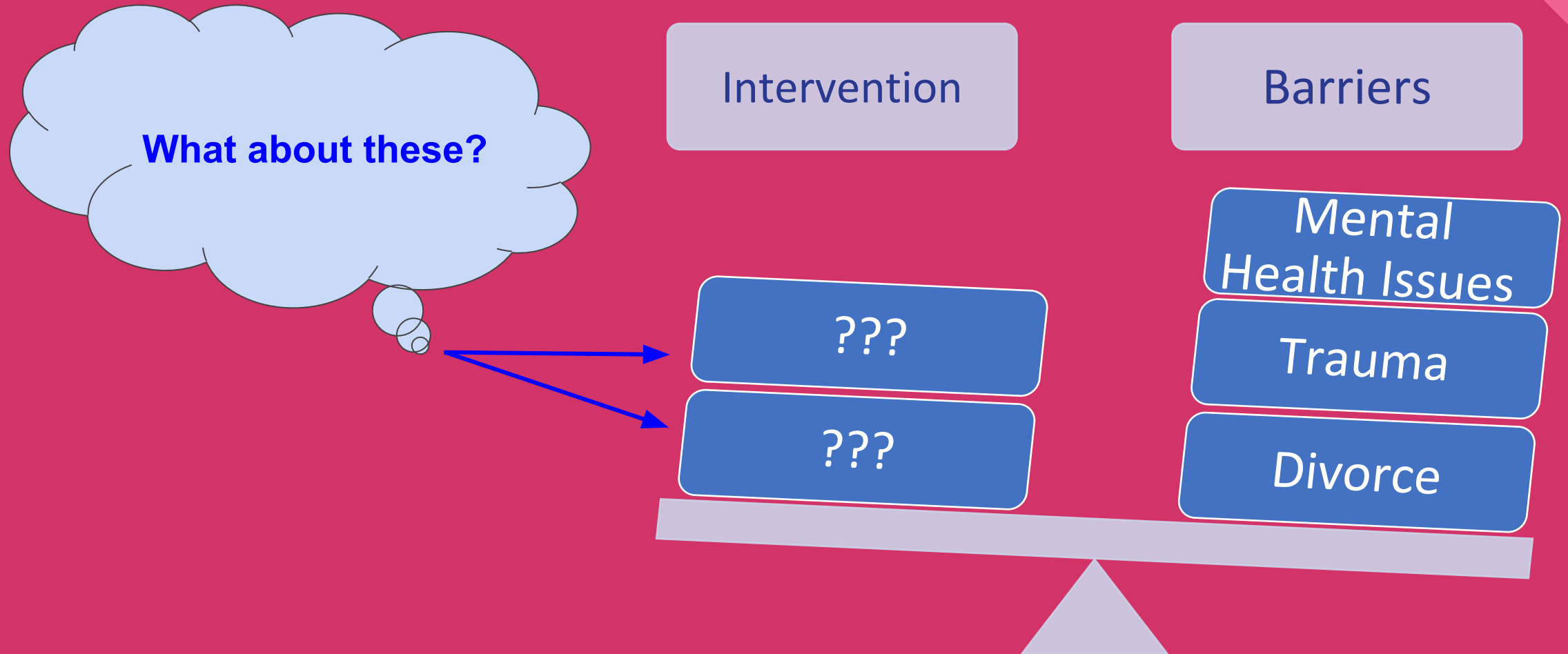
No Internet

Poverty

???

???

Counterbalancing the Barriers....



Your School's Culture

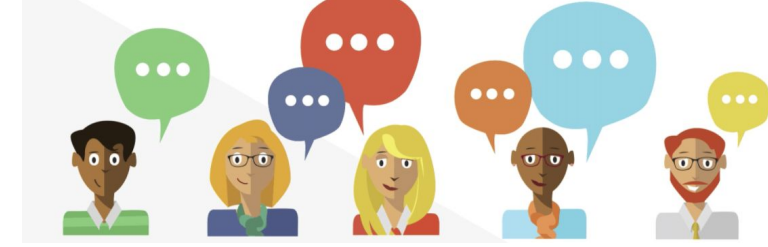


What is your school's culture relative to student attendance?

Students are expected to attend. I am required to identify which students choose not to comply. I comply because it's a rule.

Students who attend have access to instruction. Students who don't are at a disadvantage. I submit attendance so we can collectively identify who needs support.

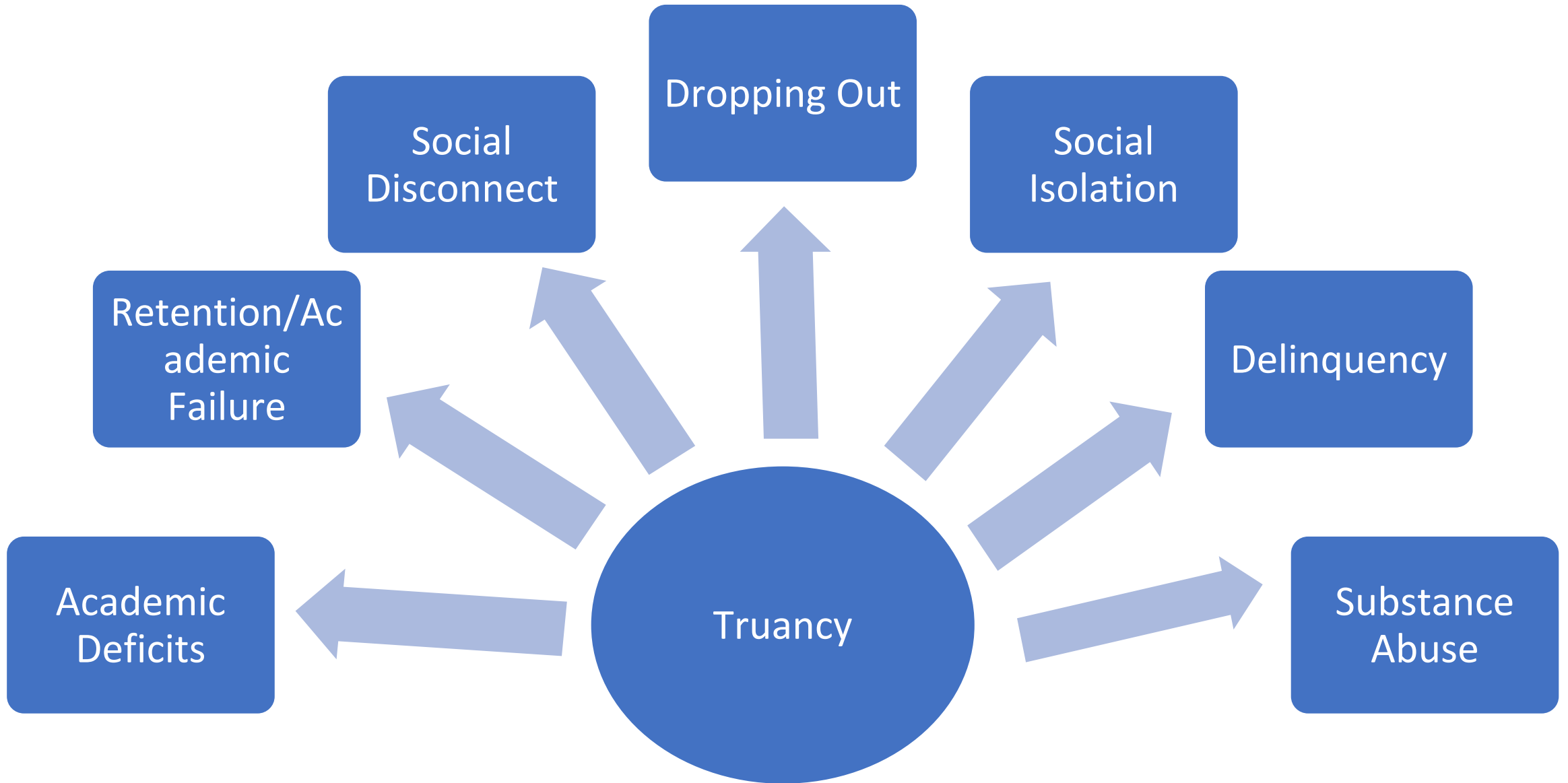
School Culture



How are your school leadership and/or CCA team(s):

- cultivating a shared understanding of why children attend or miss school?
- building a culture regarding accurate attendance reporting?
- helping teachers understand the importance of submitting attendance for every class everyday?
- fostering positive parent/family relationships?

Truancy is a Risk Factor for...

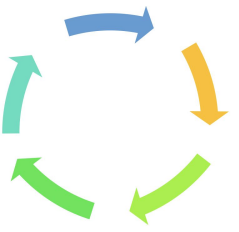


Hampton City Schools HERE! Protocol

# UA	SCHOOL and DIVISION ACTIONS & CODES	DOCUMENT in PowerSchool
1 st	<ul style="list-style-type: none"> Send an automated call to the parent/guardian. 	
2 nd	<ul style="list-style-type: none"> Send an automated call to the parent/guardian. 	
3 rd	<ul style="list-style-type: none"> Make a personal call to the parent/guardian. Inquire about reasons for absences. Suggest resources and send home information about HERE! Workshops 	Truancy Contact
4 th	<ul style="list-style-type: none"> Make parent contact - explain the truancy process. Send a truancy letter if phone and email efforts are unsuccessful. 	Truancy Contact
5 th	<ul style="list-style-type: none"> Make a personal contact to schedule a CAP meeting. Conduct the CAP meeting - document if parent attends in person or by phone. 	CAP Meeting Held
6 th +	<ul style="list-style-type: none"> Continue calls. Attempt to contact parent/guardian to review CAP expectations. 	Truancy Contact
	<ul style="list-style-type: none"> After CAP is completed, refer to TRT for continued unexcused absences. 	Refer to Division Attend Coord (TRT)
	<ul style="list-style-type: none"> <i>Hampton Sheriff delivers notice to the parent to attend the TRT meeting.</i> 	Truancy Letter Sent by Student Services
	<ul style="list-style-type: none"> <i>Parent/guardian and student meet with <u>Truancy Response Team (TRT)</u>.</i> 	Truancy Response Team
	<ul style="list-style-type: none"> <i>TRT refers student and family to court.</i> 	Refer to Court Liaison (CHINS Petition)
	<ul style="list-style-type: none"> <i>Family and <u>student</u> attend court. Court mandates family to participate in H-CAT.</i> 	Court Update
	<ul style="list-style-type: none"> If UAs continue after court appearance, refer to Court Services via PowerSchool. 	Repeat Referral – Continuous Absences
	<ul style="list-style-type: none"> <i>Family meets with <u>H-CAT</u> team.</i> 	Truancy Conference
	<ul style="list-style-type: none"> <i>Family returns to court for CHINS disposition.</i> 	Court Update
	<ul style="list-style-type: none"> Submit Repeat Referrals if unexcused absences continue. 	Repeat Referral – Continuous Absences
	<ul style="list-style-type: none"> <i>Additional violations result in court charges against the parent/guardian.</i> 	Court Update

**Between 1 - 6
Unexcused
Absences is where
schools can have
the greatest
impact!!!**

Systems Matter!!!



- Does your school have a clear system relative to attendance for who does what and when?
 - Run reports
 - Track absences
 - Make truancy contact calls/send emails
 - Make home visits
 - Communicate with teachers
 - Make referrals for support services
 - Develop corrective action plans
 - Submit referrals to TRT



Strategies to Reduce Chronic Absence/Truancy

- Engage students and parents
- Recognize good and improved attendance
- Monitor attendance data and practice
- Provide personalized early outreach
- Develop programmatic response to barriers



Engage students and parents

- Collaborate
- Focus on positives and attributes not just the issues and problems
- Shared responsibility
- Shared commitments



Provide personalized early outreach

- Be proactive - don't wait for the 6th, 7th, 10th
- Recognize each individual's narrative (not an assembly line)
- IF the family could get the child to school on their own, they would...



Develop programmatic response to barriers

- Identify the barriers
- Problem-solve together
- Align the interventions - specific actions that can address the specific, identified barriers



Corrective Action Plan

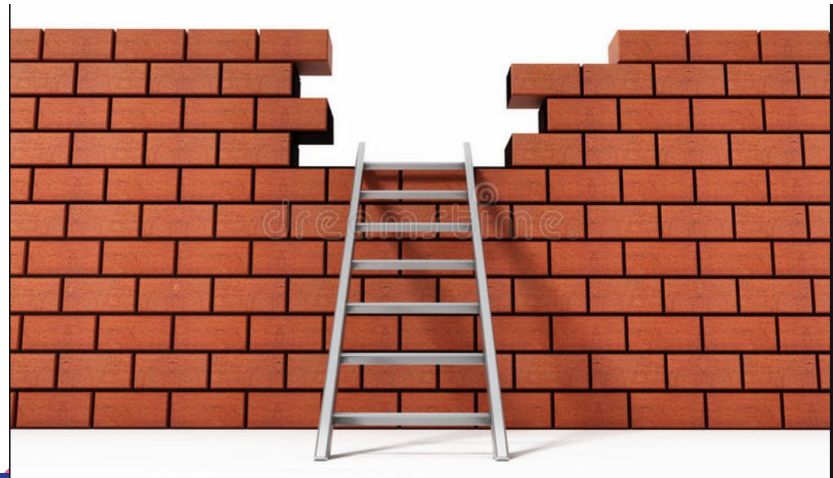
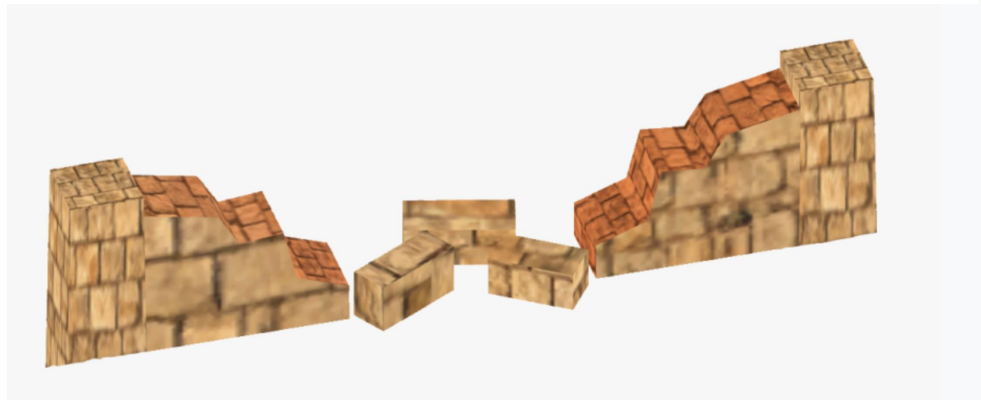
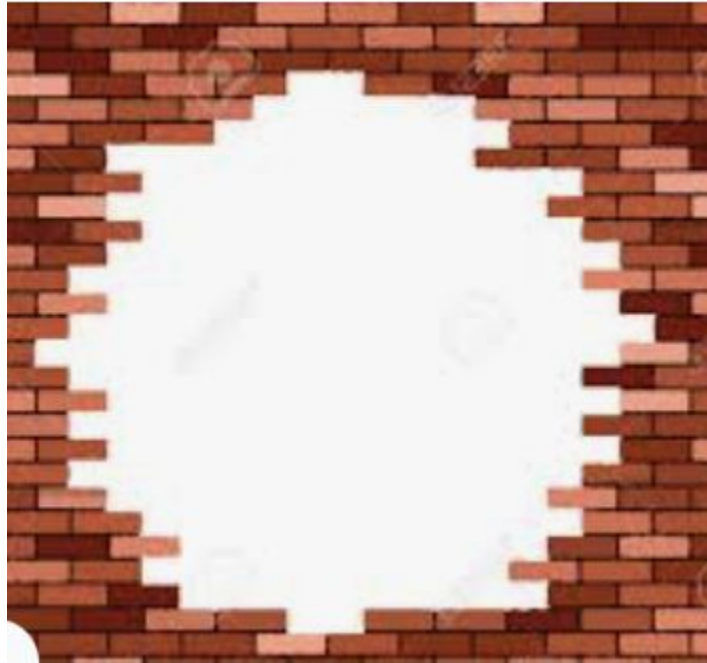
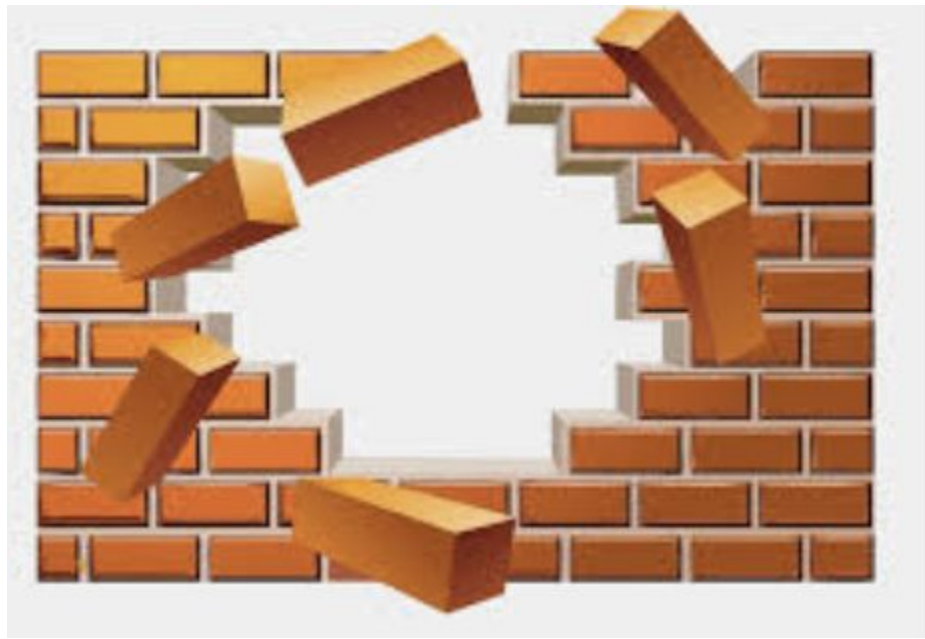
What is the intent/purpose/objective of a Corrective Action Plan (CAP)?

A CAP Meeting is....

A collaborative problem-solving discussion between school and family through which the team identifies root causes and barriers contributing to student absences and leverages school and community resources in order to identify, align, and provide interventions.







A CAP Team includes...

- Student and parent (*required*)
- School Principal, Assistant Principal, Dean (*required*)
- Additional staff as needed based on student/family needs:
 - Counselor
 - School Social Worker
 - Student mentor
 - Teacher(s)
 - Case Manager
 - CCA team members
 - Behavior Interventionist/Restorative Counselor
 - Family Engagement Specialist
 - Other support personnel as needed...

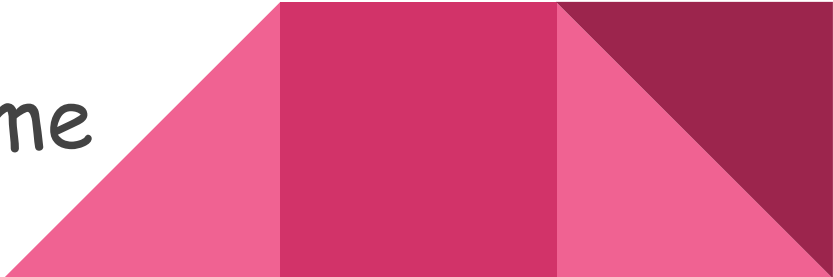


A CAP Meeting is NOT...

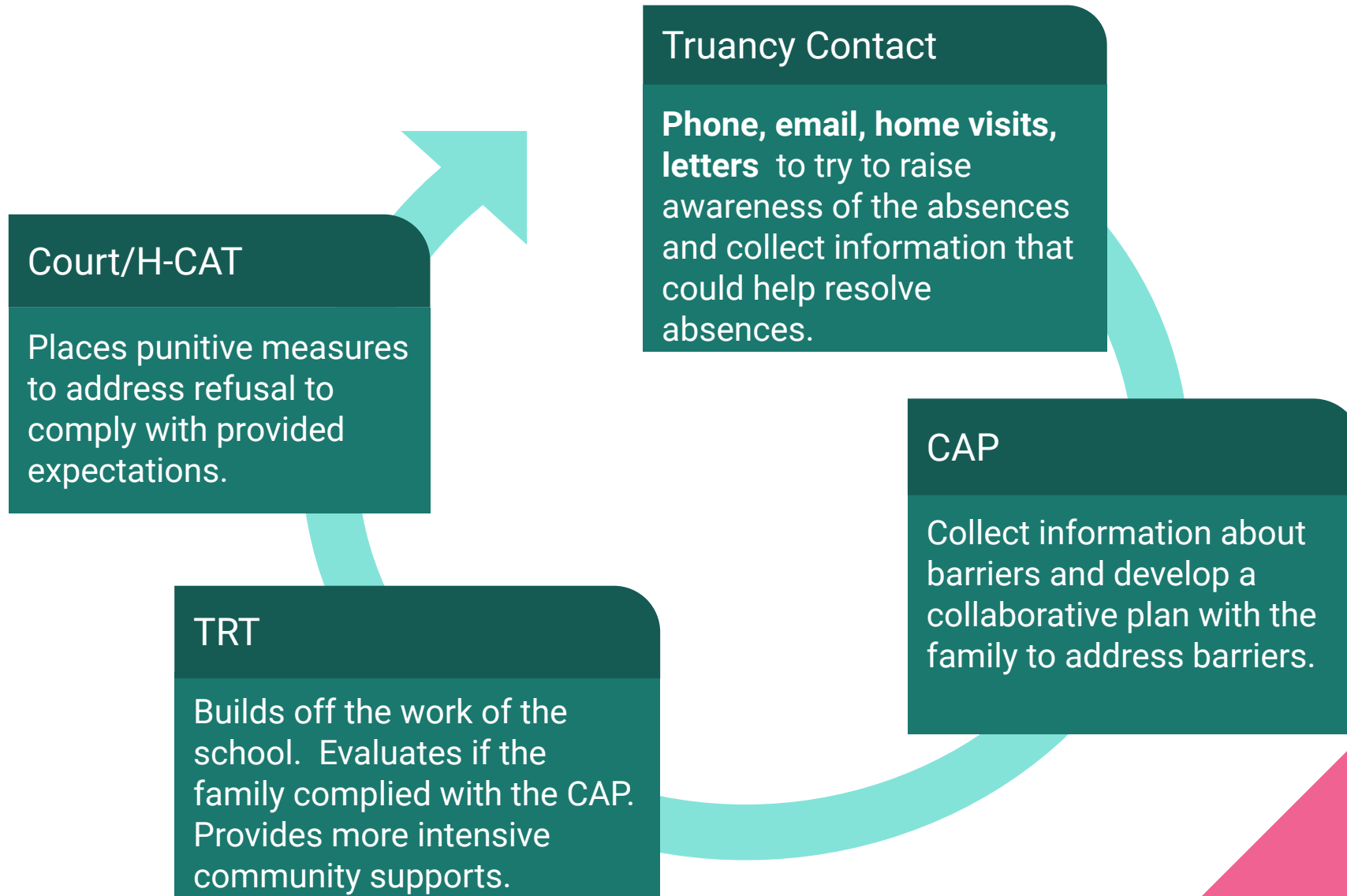
intended to simply **document** what the family is **doing wrong** and list the **expectations** for students to attend school and parents to report absences.



Expectations - NOT CAP Action Steps

- These should be reviewed during initial contacts and the CAP meeting:
 - Parent will contact school to report all absences
 - Parent will provide documentation to the school relative to medical appointments, court, etc.
 - Student report to school/classes daily and on time
 - Student complete all assignments on time
- 

Where does the CAP fall in the continuum?



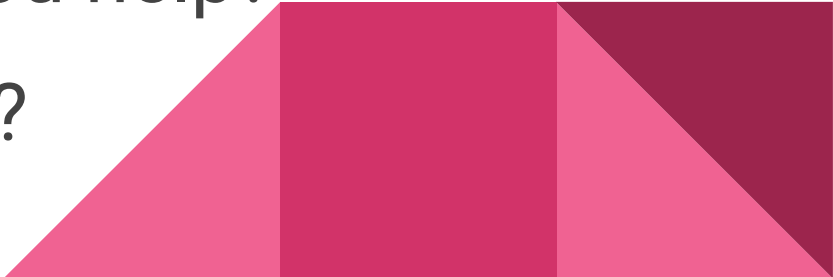
Where do I save the documentation?

- Attach as PDFs in PowerSchool
 - CAPs
 - Letters to families about academics, attendance, meetings
 - Email communications about attendance
 - Notes from Home Visits
 - Screen images from Zoom

How to Attach a CAP in PowerSchool (Video)



Best Practices... PLEASE SHARE!!!

- What strategies have you used that help engage a disconnected family?
 - What strategies have you used to reach a family that is avoiding school contact?
 - What strategies or actions have turned a situation around for a family?
 - How do you build trust so the family will let you help?
 - What unique efforts are you/your team trying?
- 

Resources

- Attendance Resources Google Folder
- CAP Expectations and Best Practices
- HCS HERE! Protocol
- CAP Resources and Samples
- HCS System of Care to Increase Student Attendance, Participation, and Engagement
- Strategies for Collecting Updated Student Contact Information
- How to Check Student Log-in/Exit Times in ZOOM *(For teachers)*

SAMPLE CAPS

Corrective Action Plan (CAP) for Truancy

Name:	<i>Demographic information automatically populates to the form.</i>	ID: :
Current School:	Current Grade:	As of:
Birth Date:	Age	STI: :
Parent/Guardian Name:	Parent/Guardian DOB:	
Address:		
Home Phone:	Contact Mobile Phone:	Contact Work Phone:

Attendance Details

Attendance information automatically populates to the form.

Absences: 9	Unexcused: 5	Excused: 4	Total: 9
Tardies: 13	Unexcused: 13	Excused: 0	Total: 13
Early Dismissals: 0	Unexcused: 0	Excused: 0	Total: 0
Suspensions: 0	OSS: 0	ISS: 0	Total: 0

Truancy Interventions

(Discuss interventions implemented prior to CAP meeting, to include: who made contact, dates, and action taken)

Collect this information from HERE in PowerSchool, Rtl, and CCA support. Can be done in advance to save time during the meeting but needs to be reviewed with the family during the meeting.

- Attendance Officer, NAME, left a voicemail message on 9/15/20 due to 3rd unexcused absence. No response.
- Attendance Office spoke with grandmother, NAME, on 9/28/20 who provided new phone # for mother, NAME. Called the new #. MOTHER confirmed student has been out due to therapy appointments and refusing to attend school. Changed 2 absences to excused due to therapy appointments (documentation sent via email).
- Dean, NAME, called on 10/14/20 because student had 4 new Unexcused Absences. MOTHER said she would make sure he attends school from now on.

Describe your child's behavior at school and services rendered

(Address behavior, attitude towards school, academics, special education 504 accommodations, extra-curricular activities/school activities, etc.)

MOTHER shared STUDENT liked school until grade #. STUDENT shared he enjoys Science but hates most classes because he says he doesn't understand when he reads.

STUDENT shared he has not been able to build friendships and prefers to hide in the back of the classroom and not participate.

No special accommodations in place at this time.

STUDENT likes to play Chess and on-line video games.

Describe your child's behavior at home and effective interventions

(Address behavior patterns, living arrangements, physical health/mental health concerns, substance abuse, etc.)

STUDENT lives with both parents and his 2 younger siblings in a 3-bedroom apartment. FATHER works for a contracting company with the military and is currently overseas. Family has moved twice in the past 4 years as a result of FATHER's work.

STUDENT started to withdraw from family interactions, miss school, isolate beginning after their last move. He has been in therapy for 9 months but STUDENT has missed multiple appointments because he does not like therapy. Students seems to be isolating more. MOTHER struggles to get him to get out of bed recently.

Describe your child's community involvement

(Discuss peer interactions, court involvement, recreational activities, vocational goals, safety concerns, etc.)

STUDENT has no friends currently. He does not communicate socially with any peers in the neighborhood or from school.

STUDENT used to play local Rec league Basketball at their previous home but has expressed no interest here.

STUDENT shared he wants to be a video game programmer for a career.

MOTHER recently cut her hours to part time out of concern for STUDENT (because she is worried he may self harm) and to reduce day care expenses for the two younger children.

Describe your child's medical conditions (Asthma/Diabetic/ADHD/Other)

(Does student need to be considered for 504 related to chronic medical condition?)

STUDENT suffers from seasonal allergies but they do not impact school.

MOTHER shared that the Psychiatrist who works with STUDENT's therapist has diagnosed him with depression and recommended a medication regimen they have not started. MOTHER will provide the diagnosis to the school.

Health Insurance: TriCare *Ask for this information in case services are recommended but don't push if the parent is uncomfortable providing it.*

Recommendations to Improve Attendance

(List very specific actions the student, parent, and administrator will take to improve attendance, other than parent contacting school and administrator monitoring attendance. Be sure to address current barriers at home, school, and in the community)

1	Attend a HERE Workshop	Date: Type the date	Time: Type the time IF a workshop is available
2			
3			
4			
5			

I confirm that I have reviewed and understand the Compulsory Attendance Mandate (Code of Virginia 22.1-254)

Student's name did/did not participate	Parent's name participated by phone/Zoom/etc.	Type the date
Student Signature	Parent/Guardian Signature	Date
Type the Administrator's Name	Type the date	
Administrator Completing CAP	Date	

Legend

Icons  - Date Entry