

# Chisholm Public Schools

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ISD 695

Attendance Pilot

Chisholm 695 Attendance Pilot

Presented by:

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# Financial Impact of Attendance Pilot for ISD 695

- **Funding allowed the district to hire an Attendance Pilot Coordinator**
- **Attendance Coordinator's role - solely to improve student attendance by implementing effective practices**

# Attendance Pilot Coordinator

## Family & Administration Communication and Support

Supportive conversations are the foundation that will motivate family engagement in the school and community and build relationships. The Attendance Coordinator is dedicated to increasing student attendance, removing barriers, assisting in accessing community and school-wide support, and acting as a liason for families and students.

## Students & Family

Having conversations with families daily through phone calls, texts, and emails. These conversations build relationships and allow families to gain an understanding of procedures & policy, share barriers, and learn about community supports.

## School Staff

Daily conversions with administration, teachers, support staff, and secretaries are required for understanding and accurately reporting student attendance. These conversations assist in finding strategies to support the student and family to ultimately increase student attendance.

# Chisholm Attendance Policy

## K-6th Grade - Elementary

- 3 unexcused absences or a combination of 7 unexcused/excused prompts the 1st Attendance Letter and a Phone Call home from the School Attendance Coordinator.
- 5 unexcused absences or a combination of 10 unexcused/excused prompts the 2nd Attendance Letter and a Phone Call home from the School Attendance Coordinator.
- 7 unexcused absences or a combination of 10 unexcused/excused prompts an Intervention Meeting with administration, school staff, and the family.
- 7 Unexcused Tardies Documented as an Unexcused Absence.
- All Communication is documented by the School Attendance Coordinator to tell the student/family's story.
- Minnesota State Law defines Habitually Truant as 7 or more unexcused absences which may result in an Ed Neglect Referral or Truancy Petition.



# Chisholm Attendance Policy

## 7th-12th Grade - Secondary

- 3 unexcused absences prompt the 1st Attendance Letter and a Phone Call home from the School Attendance Coordinator.
- 5 unexcused absences prompt the 2nd Attendance Letter and a Phone Call home from the School Attendance Coordinator.
- 7 unexcused absences prompt an intervention meeting with a representative from the county, administration, school staff, and the family.
- 7 Unexcused Tardies Documented as an Unexcused Absence .
- All Communication is documented by the School Attendance Coordinator to tell the student/family's story.
- Minnesota State Law defines Habitually Truant as 7 or more unexcused absences which may result in an Ed Neglect Referral or Truancy Petition.

# Year Round Attendance Campaign

Using social media and instant alerts sent directly to families weekly. These notifications share:

- Health tips relating to school
- Family/Student routine strategies
- School academic deadlines & conference information
- Reminders on what documentation is needed for absences
- Reminders to log into the School Communication Apps and Accounts



# Recognition and Positive Affirmations

- Parent and student good attendance recognition by letter, certificate, or instant alerts sent directly to families.
- Participating in PBIS and supporting a positive mindset to earn rewards at the school store, setting positive goals for the student body around being in school, and building in-school engagement.
- Creating motivation for being present in school.
- Acknowledging students and families who stay after school for homework help, ask for make-up work, and call the school to report absences with face-to-face recognition or a phone call.
- Celebrating the students and families who have improved attendance and call them and praise them for achieving goals.



# Strategies



## MTSS System Component

- Running attendance reports to identify what students are reaching attendance thresholds
- Supporting and assisting in interventions
- Recognizing the student's level of engagement at school
- Reviewing data and discussing student progress
- Referring students to MTSS Team

## Attendance Plan

Working with students and families to create a plan that will focus on individual challenges:

- Creating attainable goals and meaningful strategies with students and families
- Providing time management resources and skills to achieve goals
- Consistent school and family communication: reminders, progress, and identifying solutions
- Alternative transportation, when necessary, by staff with a Type 3 license in a school vehicle



# Possible Barriers

Working with the school, community, students and families to reduce barriers.

- Time management skills
- School and family consistent communication
- Transportation
- Engagement
- Sense of belonging
- Academic challenges
- Social Emotional challenges



## Stage 1

- Relationship building with the students, families, school, and community
- Identifying barriers
- Improving consistent procedures & coding within the district
- Identifying support systems within the city & county
- Sharing recommendations and feedback as data is collected

## Stage 3

- 3-year data collection report
- Implementing updated procedures & policies for the state, county, school as changes are made

# Timeline

2024/2025

2026/2027

2025/2026

## Stage 2

- Full implementation of consistent procedures & coding throughout the district
- Problem solving to reduce barriers
- Implementing student & family interventions
- Working alongside community and county supports
- Collecting data and understanding the county and school roles for data sharing
- Working with the state to understand and support discussion of statutory changes

# ● ● ● Topics for Consideration



- 1** Consistent definitions & reporting procedures for attendance at MDE
  - Period to Day Attendance Conversions for FTE Regular
- 2** Consistent school/county collaboration & procedures
  - Meeting with County Commissioners & Judge
  - Meeting with St. Louis County & Local Schools

**Thank you all for your hard work and dedication.**

**We look forward to continuing this momentum and prioritizing our school attendance for students & families.**

