



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
-


Slide	Slide View	Presenter's Text
1	 <p>ATTENDANCE MATTERS</p> <p>Excellent Attendance Predicts Success: The Important Role of Parents</p>	<p>Say: Good <u>morning or good afternoon</u>, welcome to our presentation on the important role that you, as a parent play in your child's school attendance.</p> <p>My name is _____. I am the Parent Leader assigned to this school. Today, I will be sharing some valuable information about student attendance.</p> <p>I want to thank you for coming and supporting your child and their school success.</p>
2	<p>Objectives</p> <ul style="list-style-type: none"> • Review the important roles you hold as parents and caregivers in your child's education • Build awareness about the District's Attendance Improvement Plan 2018-19 • Become familiar with District attendance goals • Become familiar with California laws related to attendance • Understand the Importance of regular school attendance • Build awareness on what schools can do to support attendance • Review what parents/caregivers can do to improve attendance • Become familiar with school attendance related resources that may help parents help students attend school every day and on-time 	<p>Explain objectives:</p> <p>Today's presentation will provide you with knowledge and information about the importance of your child attending school every day and on-time.</p> <p>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.</p> <p>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.</p>

Slide	Slide View	Presenter's Text
3	 <p>What Roles Parents Play</p> <ul style="list-style-type: none"> • First Teacher • Cheerleader • Role Model • Enforcer • Advocate 	<p>Facilitator, for each bullet read the notes below:</p> <p><i>First Teachers-</i> 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</p> <p><i>Cheerleader-</i> children thrive on encouragement and yours, as the parent, is the most important</p> <p><i>Role Model-</i> 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</p> <p><i>Enforcer-</i> set clear goals and expectations and help your child reach them by setting routines, limits and rewards Ensure your children do their homework.</p> <p><i>Advocate-</i> 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.</p>
4	 <p>Attendance is a Top Priority for the 2018-19 school year.</p>	<p>Say: The Superintendent, Austin Beutner has identified Attendance Improvement as one of his key priorities for the LAUSD this year 2018-19.</p> <p>The plan involves every school, principal, every teacher and student.</p>

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Educate All- This is Fundamental

- The Plan builds a **critical awareness throughout the Los Angeles Community** of the importance of student attendance.
- Schools share attendance information with their students, teachers and parents.
- Everyone is responsible and accountable for student attendance.



Say: The plan is to bring awareness throughout the District and the LA community about the importance of attendance.

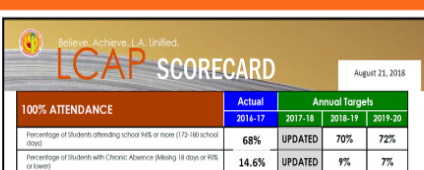
The plan includes a broad network of **messaging that educates the public** at large about the educational impact of student attendance and the facts related to high absenteeism.

The **education of all stakeholders**, superintendents, directors, administrators, school staff, students and parents and community is fundamental to the plan.

Say: Everyone is responsible and accountable for student attendance.

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Attendance Metric Goals



The 2018-19 District attendance goal is for:

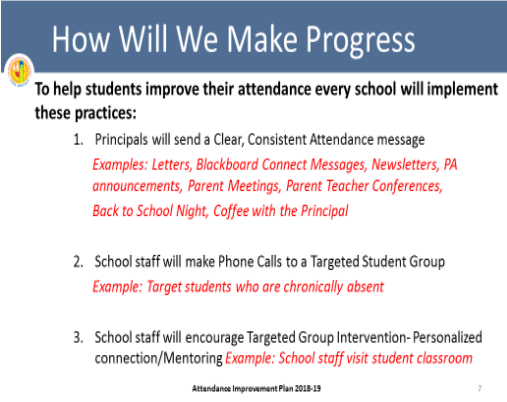
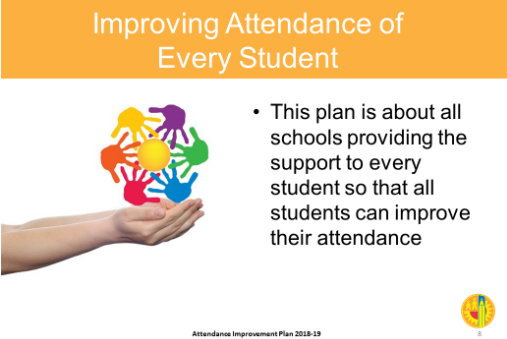

- 70% or more** of students with Excellent attendance (7 or less absences)
- 9% or less** of students Chronically absent (16 absences or more)

Schools will review the attendance goals results on a monthly basis

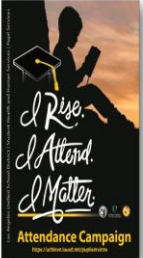



Say: The 2018-19 District attendance goals are:




- 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.

Slide	Slide View	Presenter's Text
7	 <p>How Will We Make Progress</p> <p>To help students improve their attendance every school will implement these practices:</p> <ol style="list-style-type: none"> Principals will send a Clear, Consistent Attendance message <i>Examples: Letters, Blackboard Connect Messages, Newsletters, PA announcements, Parent Meetings, Parent Teacher Conferences, Back to School Night, Coffee with the Principal</i> School staff will make Phone Calls to a Targeted Student Group <i>Example: Target students who are chronically absent</i> School staff will encourage Targeted Group Intervention- Personalized connection/Mentoring <i>Example: School staff visit student classroom</i> <p><small>Attendance Improvement Plan 2018-19</small></p>	<p>Say: The District's plan is grounded in 3 key practices. Schools will implement the following three practices:</p> <ol style="list-style-type: none"> Send a clear, consistent attendance message. <i>(examples in red)</i> Make personalized phone calls to a targeted group of students <i>(examples in red)</i> Make personalized connections or mentor a targeted student group. <i>(examples in red)</i> <p>All schools will have the opportunity to define how these practices look like in their school.</p> <p>Say: Each school should explain how they are personalizing the practice.</p> <p>Say: When schools, and families work together to support their students attendance, students tend to do better in school.</p>
8	 <p>Improving Attendance of Every Student</p> <ul style="list-style-type: none"> This plan is about all schools providing the support to every student so that all students can improve their attendance <p><small>Attendance Improvement Plan 2018-19</small></p>	<p>Say: 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.</p>
9	 <p>LAUSD Attendance Goal</p> <p>No more than 7 absences all year.</p> <p><small>Attendance Improvement Plan 2018-19</small></p>	<p>Say: Remember, the goal for all students is no more than 7 absences.</p>

Slide	Slide View	Presenter's Text
10	<p>Excellent Attendance=School Success</p> <p>Far Below Basic Less than 87% 24 or more absences</p> <p>Below Basic 87-91% 16-23 absences</p> <p>Basic 92-95% 8-15 absences</p> <p>Proficient 96-99% 1-7 absences</p> <p>Advanced 100% 0 absences</p> <p>More likely to achieve and graduate</p>	<p>Say: What does Good Attendance look like? Good Attendance is 7 or Fewer Days Absent Students are more like to achieve and graduate with Excellent Attendance. Our goal is to move everyone from red and yellow to green.</p>
11	<p>What Does Our State Law Say About School Attendance?</p> <ul style="list-style-type: none"> • Compulsory Attendance Law <p>Mandatory Attendance California EC 48200</p> <p><i>"Each person between the age of 6 and 18...shall attend the public full time day school or continuation school or classes for the full time designated..."</i></p>	<p>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.</p>
12	<p>California Law and Parental Responsibility</p> <ul style="list-style-type: none"> • According to California Education Code 48260.5 <p><i>the parent or guardian is obligated to compel the attendance of the pupil at school.</i></p>	<p>Say: By law in California, it is the parent's responsibility to make sure that children are in school every day and on time.</p>


Slide	Slide View	Presenter's Text
13	<div data-bbox="250 218 691 653"> <p>Why is Attendance Important?</p> <p>Brainstorm with your table or elbow partners.</p> <ul style="list-style-type: none"> Share with each other why you send your child to school and why attendance is important.   </div>	<p>Say: How many of you have seen this poster/image before? Do you know what it means?</p> <p>Say: This poster was created to promote the District's attendance campaign in order to help bring awareness of the importance of attendance to all our students, parents and staff. The slogan, "I Rise. I Attend. I Matter." signifies our hope to empower each student to rise, attend every day, and create a life of meaning and purpose.</p> <p>Facilitator: Have parents talk to an elbow partner and come up with some reasons why attendance is important.</p> <p>Say: Please talk to an elbow partner for 2 minutes and come up with some reasons why attendance is important.</p> <p>(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)</p> <p>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*</p>
14	<div data-bbox="250 1320 761 1759"> <p>If Students Are Not in School, They Cannot Learn</p> <ul style="list-style-type: none"> 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.   </div>	<p>Say: Attendance strongly affects academic success in school, because if the student is not in class they cannot learn and fall behind.</p> <p>Facilitator: Please ask for volunteers to read the bullet points</p>

Slide	Slide View	Presenter's Text
15	<p>Potential Lifelong Consequences</p> <p><i>Chronic Absence has been identified as a strong predictor of low educational attainment, lower wages, higher unemployment and in general, lower quality of life.</i></p>  <p><small>Adapted from the National Center for School Engagement - Promoting attendance, attachment and achievement</small></p>	<p>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.</p> <p>Ask: What are some give examples of social and economic consequences?</p> <p>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.</p> <p>Ask: How many days will it take your child to catch up in school if they miss 3 days?</p>
16	<p>What Schools Do to Support Attendance</p> <p>Schools are responsible for building safe, welcoming learning environments.</p> <ul style="list-style-type: none"> • 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) • Address factors that impact attendance by connecting families to school and community resources • Encourage students to attend school every day through strong teacher and staff connections 	<p>Facilitator: <i>Read bullet points</i></p>
17	<p>Why Are Students Absent?</p> <ul style="list-style-type: none"> • Brainstorm with your table or elbow partners <ul style="list-style-type: none"> – Work together to list the factors that contribute to student absences. 	<p>Say: What are common reasons that students miss school?</p> <p>Facilitator: <i>Have parents talk to an elbow partner and come up with some reasons why students are absent.</i></p> <p>Say: <i>Please talk to an elbow partner for 2 minutes and come up with some reasons you have heard as to why students are absent.</i></p> <p><i>(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)</i></p> <p>Facilitator: <i>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</i></p>

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18	<div data-bbox="250 218 760 537"> <h3 style="background-color: #f4a460; color: white; padding: 5px;">Parent Engagement is Key To Your Child's Success</h3>  <ul style="list-style-type: none"> Research tells us that a student's success in school is based not on the family's income or social status, but on the family's engagement in their children's education LAUSD recognizes that, when schools and parents form relationships, children are more likely to be successful in school  </div>	<p>Say: Parents' involvement in their child's education is very important and you as parents hold different roles.</p>																								
19	<div data-bbox="250 663 760 1014"> <h3 style="background-color: #0072bc; color: white; padding: 5px;">What Parents Can Do</h3>  <p>http://passport.lausd.net</p> <p>Parents are their child's first teacher.</p> <ul style="list-style-type: none"> Talk regularly to your child about attending school every day so that they graduate from high school Help your child to learn and get into the habit of regular routines Plan family vacations during school breaks so that your child does not miss a day of learning Attend parent-teacher conferences and regularly monitor your child's progress (e.g., ask your child about their school day; if available, access your LAUSD parent portal)  </div>	<p>Facilitator: <i>Read bullet points</i></p>																								
20	<div data-bbox="250 1050 760 1402"> <h3 style="background-color: #0072bc; color: white; padding: 5px;">What Parents Can Do</h3> <p style="text-align: center;">Examples of Morning Routines</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="background-color: #d3d3d3;">Morning Routine</th> <th style="background-color: #d3d3d3;">After School Routine</th> <th style="background-color: #d3d3d3;">Bedtime Routine</th> </tr> </thead> <tbody> <tr> <td>Brush teeth</td> <td>Unpack school bag</td> <td>Pack school bag</td> </tr> <tr> <td>Wash face and hands</td> <td>Eat a snack</td> <td>Get school clothes</td> </tr> <tr> <td>Brush hair</td> <td>Do homework</td> <td>Brush teeth</td> </tr> <tr> <td>Get dressed</td> <td>Parents check homework</td> <td>Put pajamas on</td> </tr> <tr> <td>Make bed</td> <td>Play</td> <td>Parent and student read together</td> </tr> <tr> <td>Eat breakfast</td> <td>Eat Dinner</td> <td>Lights out</td> </tr> <tr> <td>On time for school</td> <td>Shower</td> <td>Early to bed</td> </tr> </tbody> </table>   </div>	Morning Routine	After School Routine	Bedtime Routine	Brush teeth	Unpack school bag	Pack school bag	Wash face and hands	Eat a snack	Get school clothes	Brush hair	Do homework	Brush teeth	Get dressed	Parents check homework	Put pajamas on	Make bed	Play	Parent and student read together	Eat breakfast	Eat Dinner	Lights out	On time for school	Shower	Early to bed	<p>Ask: Why do students need regular routines?</p> <p>Say: Regular routines give students a sense of security, helps students to prepare and know what's expected so they can perform well</p> <p><i>Please read the examples of regular routines</i></p>
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21	<div data-bbox="250 1486 760 1839"> <h3 style="background-color: #f4a460; color: white; padding: 5px;">What Parents Can Do</h3>  <ul style="list-style-type: none"> Create a back-up system or alternate plans for getting to and from school Make your school aware of any issues that may be affecting your child's attendance for example: health and/or family problems Make sure your child's school has your accurate daytime contact information and address </div>	<p>Facilitator: Read bullet points</p>																								

What Parents Can Do

- Schedule non-emergency medical and dental appointments after school hours on weekends or during your child's vacation
- Bring your child back to school after medical or dental appointments
- Avoid unnecessary absences
- Explore the benefits of before-school and after-school programs



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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.

Communication if your Child is Absent

It is the parent's responsibility to notify the school when your child is absent

- Provide a doctor's note
- Write a note explaining the reason for the absence
- Call the school to inform them of the reason for the absence (write down the name of the person you spoke to)
- Provide court documentation if your child must appear in court
- Preferably do not send the note with your child
- Always keep track of your child's absences on a calendar




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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.

Monthly Calendar

Attendance Matters!

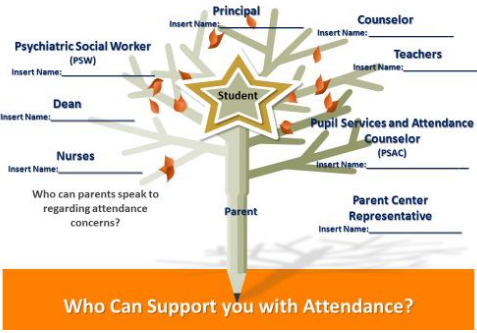





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Say:

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

Slide	Slide View	Presenter's Text
25		<p>Say: 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.</p>
26		<p>Facilitator: Read President Obama's quote</p> <p>Say: 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.</p>
27		<p>Say: 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.</p>
28	<p><i>If students are not in school, they cannot learn.</i> Every day is important. Keep it under 7. Every day matters.</p> 	<p>Say: <i>If students are not in school, they cannot learn. Every day is important. Keep it under 7 absences all year. Every day matters!</i></p>