

Attendance Change for Handbook

Tier I

All students are considered to begin in Tier I. Attendance will be supported through the Positive Behavior Support Program and perfect attendance will be valued and recognized. In Tier I, the school will notify the Supervisor of Attendance when a student has accumulated three (3) unexcused absences. If a student accumulates three (3) unexcused absences on or before November 1st, a Tier I meeting will be held at the student's school and an attendance contract will be signed. If a student accumulates three (3) cumulative unexcused absences after November 1, the Supervisor of Attendance will make a decision if a school-based meeting is necessary. If a student accumulates 10 excused and/or unexcused absences, a Tier I meeting will be held at the school. This meeting will include an attendance contract and the reasons for so many absences. This meeting is designed to brainstorm ways to improve attendance and make any referrals the family may need for help. The student and parent(s)/guardian(s) will be notified that five (5) or more unexcused absences will move them to Tier II.

Tier II

Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5) unexcused absences, but before referral to juvenile court, and includes the following:

1. A conference with the student and the student's parent(s)/guardian(s);
2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s), and the Attendance Supervisor/designee. The contract shall include:
 - a. A specific description of the school's attendance expectations for the student;
 - b. The period for which the contract is effective; and
 - c. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court.
3. Regularly scheduled follow-up meetings to discuss the student's progress; and
4. A school employee shall conduct an individualized assessment detailing the reasons a student has been absent from school. The employee may refer the student to counseling, community-based services, or other services to address the student's attendance problems.

Tier III

A Truancy Review Board (TRB) meeting will be held at the Central Office. Members of the board will include the Supervisor of Attendance, board supervisor, school administrator, Family School Liaison, Juvenile officer, parent/guardian, and student. The following actions may be taken:

1. Referral to Mental Health
2. Referral to Family School Liaison for personal meeting
3. Individualized meeting with Juvenile officer
4. New contract of attendance expectations

The TRB will notify parent(s)/guardian(s) that a student can only attend TRB for their entire educational career at Stewart County. For each additional unexcused absences the student and parent(s)/guardian(s) may attend Juvenile Court.