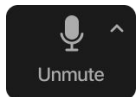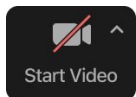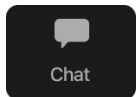# Zoom Meeting Preparation

- Please make sure your phone or computer is muted to minimize background noise.
  - To do this, hover over the bottom left-hand side of your screen and click "Mute."

- Please make sure you have turned off your camera to save bandwidth and prevent any connectivity issues.
  - To do this, hover over the bottom left-hand side of your screen and click "Stop Video."

- Please submit questions during the presentation in the "Chat" function located on the bottom of your screen.

If you require an interpreter or have other accessibility needs for future LDOE meetings, please contact LDOEcommunications@la.gov.

1

September 2025 Attendance Meeting

Enhancing Academic Success Through a Statewide Attendance Strategy

Agenda

- Introduction / Sign In

- Monthly Call Focus & Purpose

  - **District and School Attendance Teams:** Goal setting and Early Intervention Strategies with Best Practices

- Presentation

- Updates

Defining The Purpose

- **Focus**: LDOE Attendance Strategy
- **Purpose**: To cultivate a knowledgeable network of attendance stakeholders to create and support attendance teams who implement evidence-based best practices and resources to improve student attendance.

Please email attendance@la.gov with questions.

Attendance Guidance - Best Practices

Best Practices for Effective District Attendance Teams

Define Roles and Responsibilities

- **Establish District and School Attendance Teams:** The process begins with creating teams at both the district and school levels tasked with determining how attendance is addressed. District teams can offer overarching guidance, resources, and professional learning to support school-level teams. Ideally, these teams meet at least bi-weekly.

- **Define Roles, Responsibilities, and Purpose:** The roles and responsibilities of each team member should be clearly defined.   District and school teams should unite around a shared vision, based on an aligned "Why" and common values, to provide a focused direction that supports district-wide and school-wide attendance goals and priorities.

Attendance Guidance - Best Practices

Best Practices for Effective District Attendance Teams

Define Roles and Responsibilities

- **Focus on Understanding Barriers:** Teams should focus on understanding the barriers to attendance and identifying targeted interventions to support students and families in overcoming barriers so students can be present in school.

- **Use Data and Resources:** Attendance teams should strategically use aligned resources and relevant data to guide the application of attendance best practices as they implement a tiered strategy to achieve attendance goals.

Best Practices for Effective District Attendance Teams

District-Level Team Actions

- **Allocate Resources to Support School-Level Attendance Initiatives:** Resource allocation elements to consider include staffing and personnel, incentives and recognition programs, communication and engagement strategies, and community partnerships.

- **Monitor the Effectiveness of District-Wide Initiatives and Support Systems**: Evaluate the impact of district-led attendance programs and resource allocation on overall attendance improvement.

Best Practices for Effective District Attendance Teams

GOAL SETTING for Effective District Attendance Teams

- **Establish Data-Driven Baseline Metrics and Targets**
- **Create Multi-Tiered Team Structure with Clear Roles**
- **Implement SMART Goal Framework with Regular Check-ins**
- **Develop Systematic Intervention Protocols**
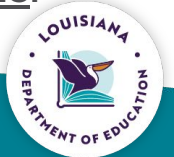- **Align Resources and Professional Development**

Best Practices for School Attendance Teams

School-Level Attendance Team
A **diguns group** of school-level stakeholders, often part of an existing school team, must use data to **identify needs** and implement interventions that improve student attendance within the school. While school-level attendance team composition will vary based on context, this team typically includes at least a school administrator, as well as a counselor or social worker, data manager, attendance clerk, special education teacher and/or another staff member with access to student data. Examples of school-level attendance team responsibilities include:

- Establishing school attendance goals and expectations.
- Developing a tiered attendance strategy.
- Analyzing data to identify students in need of support.
- Identifying factors influencing attendance and developing plans to minimize barriers.
- Engaging families and communities.
- Evaluating the impact and outcomes of **implemented strategies and interventions**.

Best Practices for School Attendance Teams

School-Level Team Actions:

- **Develop a Tiered Attendance Strategy:** A tiered attendance strategy is organized and prioritizes evidence-based, proactive, early, and comprehensive interventions to minimize chronic absenteeism and truancy. This strategy is informed by a review of school-specific attendance data and needs assessment results to understand challenges and establish goals for improvement within the school. Strategy tiers are detailed in the Best Practices for Positive Attendance Initiatives section of the Power of Presence Guidance Document.

- **Analyze Data for Targeted Support:** Attendance and absenteeism data are systematically examined to identify individual students and groups with support needs. This analysis pinpoints specific trends, patterns of absence, and students exhibiting concerning attendance records. It allows for the application of tiered supports for individual students and/or identified groups.

Best Practices for School Attendance Teams

School-Level Team Actions:

- **Identify Factors Influencing Attendance:** Both qualitative and quantitative data should be analyzed to gain a thorough understanding of the resources, challenges, and effective strategies that impact student attendance. It is important to explore the causes of habitual absences by tracking the school's specific data on absenteeism rates, student demographics related to attendance, and the reported reasons for absences.

- **Engage Families and the Community:** All members of the school community, including families and partner organizations, are actively mobilized to understand their role in encouraging and supporting consistent student attendance. School attendance teams should create specific engagement opportunities with clearly defined partnership expectations and desired impact measurements.

- **Evaluate Impact and Outcomes**: The effectiveness of the team's efforts is rigorously assessed by consistently monitoring student outcomes and determining if interventions are resulting in improved attendance, with necessary adjustments made based on the data.

Best Practices for Effective District Attendance Teams

EARLY INTERVENTION STRATEGIES for Effective District Attendance Teams

- **Conduct Pre-School Year Risk Assessment and Outreach**
- **Create District Attendance Policy Guidelines**
- **Implement Automated Early Warning Systems**
- **Proactive Home Visits and/or meetings to increase Family Engagement**
- **Launch Preventive Family Support and Resource Coordination**

Best Practices for Developing a Tiered Attendance Strategy

| Complete a Needs Assessment | Define and Develop Strategies and Interventions at Each Tier | Develop a Tracking System | Develop Pattern Response Protocol | Implement the Tiered Attendance Strategy |

- **Complete a Needs Assessment**: This first step in planning a tiered attendance strategy helps schools understand their unique attendance situation by gathering and analyzing data to identify attendance needs, strengths, challenges, and the effectiveness of current interventions and communication methods. The results inform the development of targeted strategies and a multi-tiered system of support (MTSS).

- **Define and Develop Strategies and Interventions at Each Tier**: A clear understanding of evidence-based strategies and interventions and their alignment within each tier (proactive, early intervention, comprehensive intervention) is necessary before creating a comprehensive MTSS menu or tailoring strategies to a specific school. A structured MTSS menu can be used to detail the specific supports and interventions the school will offer at each strategy tier.

Best Practices for Developing a Tiered Attendance Strategy

Complete a Needs Assessment	Define and Develop Strategies and Interventions at Each Tier	Develop a Tracking System	Develop Pattern Response Protocol	Implement the Tiered Attendance Strategy

- **Develop a Tracking System**: A system to collect and analyze attendance data as well as track interventions is essential for effectively monitoring needs, responding to patterns, and implementing targeted strategies. This system will allow teams to evaluate the impact of interventions and respond accordingly. The tracking system should include records of data analysis, all interventions, communications, and outcomes.

- **Develop Pattern Response Protocol**: Once the tracking system is in place and the MTSS menu with specific strategies is defined, a protocol outlining how the team will respond to different patterns of attendance data they observe can then be developed. This ensures a consistent and data-driven approach to intervention.

Best Practices for Developing a Tiered Attendance Strategy

Complete a Needs Assessment → Define and Develop Strategies and Interventions at Each Tier → Develop a Tracking System → Develop Pattern Response Protocol → Implement the Tiered Attendance Strategy

- **Implement the Tiered Attendance Strategy**: Utilizing needs assessment information, school attendance teams identify students who should receive the MTSS strategies and interventions. This implementation will vary based on a school's unique context, attendance data, student population, and available resources. Implementation actions should be strategically planned and carefully tracked.

Tiered strategy guidance informed by LSU Social Research & Evaluation Center

Best Practices for Family Engagement and Communication

Build strong, trusting relationships with families through positive engagement and communication.

Productive partnerships between schools and families are an essential element for student success. When families and schools collaborate, not only does attendance improve, but academic outcomes are positively impacted as well. Best practices for engaging families include:

- Communicating the importance of attendance to all stakeholders
- Clearly defining expectations and elements of effective attendance support
- Recognizing and celebrating positive attendance
- Improving communication between home and school to foster collaboration by using two-way, personalized communication
- Addressing barriers to attendance collaboratively and making connections to aligned community resources

Best Practices for Community Engagement & Partnerships

Cultivate impactful collaborations and shared ownership that aligns strengths and resources with data-informed areas of need.

There are multiple categories of community partnerships that system and school attendance teams should consider when they are working to build connections that help meet the needs of students with attendance concerns. When fostering strong, mutually beneficial relationships with the wider community, it is important to create targeted opportunities for engagement that address specific needs. It is also critical to maintain open lines of communication and to define the anticipated impact evidence that will indicate success.

Best Practices for Community Engagement & Partnerships

Business Partnership Examples:

- Address specific student needs, such as providing uniforms, school supplies, or hygiene products
- Incentivize positive school attendance by offering gift certificates, donating products, or sponsoring a "Student of the Month" program
- Engage in mentorships, connecting attendance to career success
- Host college or career events highlighting the importance of attendance

Healthcare Collaboration Examples:

- Health education for families
- Accessible on-site health services
- Improved communication on health-related absences

Best Practices for Community Engagement & Partnerships

Social Service Agency Engagement Examples:

- Resource fairs for families
- Case management for high-need families
- Transportation assistance for students

Faith-Based and Community Organization Involvement Examples:

- Attendance messaging to congregations and organization members
- Volunteer support (tutoring, mentoring)
- Donation drives (supplies, clothing)

Attendance Awareness Month

September is Attendance Awareness Month. Here are some ways to promote attendance in your schools.

- Launch a District-Wide Attendance Challenge
- Community Partnerships & Incentives
- Creative Communication Campaigns
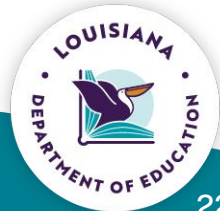- Implement "Attendance Heroes" Recognition Program

Questions?

System Leader Regional Collaboration 25-26

Pathway-Attendance
Intended Audience-Child Welfare and Attendance Supervisors
Description-Student Services Leaders System leaders will learn about key elements of the Department's comprehensive, targeted attendance strategy that supports consistent school attendance resulting in improved academic outcomes for all students. Session topics will include attendance data analysis, goal setting, progress monitoring, and best practices for improvement.
Registration- System leaders should complete an individual registration using this registration link.

Resources

Louisiana Attendance Planning

- Attendance Strategy
- Attendance Policy and Statutes
- Attendance Data
- Attendance Team Documents
- Attendance Tiered Strategy

[Power of Presence Attendance Webpage](#)

Please email attendance@la.gov with questions.

Updates

- Previous presentations can be found on the LDOE Monthly Calls webpage

- October Attendance Monthly Call
  - 8am, October 2nd

- Attendance Office Hours
  - 8:30am, September 18th