



Carroll Elementary

2023 - 2024

Attendance Plan



Complete by	Activity	By Whom
<input type="checkbox"/> 6/1/24	Remind staff of Attendance Policy 204 at BOY faculty meeting and follow up with information about school attendance rate at grade level meetings. Staff will be encouraged to share ideas on how to improve attendance.	Principal
<input type="checkbox"/> 6/1/24	Information will be published on the Carroll Elementary Facebook page promoting the advantages of regular school attendance.	Principal/Office Aide
<input type="checkbox"/> 6/1/24	Research based information will be shared throughout the year with families highlighting the positive correlation between regular attendance and academic achievement.	Principal
<input type="checkbox"/> Ongoing	Staff will monitor attendance and the absence rate for students on their roster. Families of chronically absent students will be contacted by the classroom teachers to minimize further absences.	Classroom Teachers
<input type="checkbox"/> As Needed	The secretary and the office aide will work vigilantly to assure that district attendance policies are followed with fidelity.	Secretary/Office Aide
<input type="checkbox"/> As Needed	The secretary and the office aide will contact families if their student's absence rate becomes a concern or violates the districts attendance policy.	Secretary/Office Aide
<input type="checkbox"/> 6/1/24	Perfect attendance will be recognized each quarter.	Principal / Classroom Teachers
<input type="checkbox"/> As Needed	Students who are chronically absent, will be referred to Carroll's MTSS team.	Principal/Counselor/Nurse
<input type="checkbox"/> Ongoing	Include attendance as a focus in our SWPBIS.	Principal / Classroom Teachers
<input type="checkbox"/> As Needed	Contact parents when their child has reached 7 accumulative days.	Secretary/Office Aide
<input type="checkbox"/> As Needed	The maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. After which families will be notified by mail that all absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.	Principal/Secretary
<input type="checkbox"/> Ongoing	Create a sense of shared accountability for our students' attendance. Involve staff, students, parents, and the community in promoting the importance of school, good attendance, and a quality education.	Staff/Students/Parents/Community Members
<input type="checkbox"/> As Needed	Traditionally January and December have multiple days in which the absentee rate reaches the double digits. These months will be a focus for Carroll this year.	Principal/Secretary/ Classroom Teachers