Discussion Guide for Leading Attendance in California Webinar

August 13, 2015

Participants, we suggest you use the [Pyramid Handout](http://www.attendanceworks.org/wordpress/wp-content/uploads/2015/07/Pyramid-worksheet-3.pdf) as a way to organize your notes from the webinar and the ideas you generate as a team during this discussion.

Facilitators, please note that this discussion guide is intended for a longer discussion—one hour to watch the webinar and one hour to discuss. If you have a shorter time allotted for watching and discussing the webinar, you may consider asking one or two questions instead. For example, what is one idea we heard that we really want to implement immediately?

Questions:

# Cultivate a School Wide Culture of Attendance

## What insights did you gain about messaging to families about attendance from the Harvard University research and The Ad Council study?

## What ideas did you garner from principals Ed Clement and Steve Trotter that you might want to adopt in your schools?

## What Attendance Works messaging tools (flyers, infographics, videos, etc.) do you want to use this fall?

# Use Data To Determine Need for Additional Supports

## If you have your chronic absence data for 2014-15, how many students do you have in Tier 1 (total enrollment in your school), Tier 2 (students who missed 10-19%) and Tier 3 (students who missed more than 20%)? Fill in the information in your Pyramid Handout.

## If you do not have your chronic absence data, what steps can you take to obtain or create the data?

## What are some examples of Tier 2 attendance interventions shared on the webinar? (Tier 2 supports are designed for positive, early intervention to students missing 10-19% of the school year.)

## What Tier 2 attendance interventions are already in place in our school?

# Take a Team Approach and Develop Staff Capacity

## Does your school have an attendance team that meets regularly to review chronic absence data and plan interventions? What steps might you want to take to build and/or strengthen your school attendance teams?

## In what ways are teachers and other school staff sharing the responsibility for reducing chronic absence in your school buildings?

## What are some ideas you heard on this webinar for helping school staff know what to do and what to say when students are absent?

# Advocate for Additional Resources and Improved Policy

## What are some of the ways identified on the webinar that districts, county agencies or community-based organizations can partner with schools to reduce chronic absence?

# Summary and Analysis

## Looking at our list of tiered interventions, are they sufficient for the number of students we’ve identified at each tier? Where do we most need to increase our interventions?

## What is one key idea to reduce chronic absence that we want to share with our colleagues?