

# Outline & Resources

## Session #2: Fall 2023

### Using Teams to Monitor and Identify Students in Need of Support

#### Louisiana (Elementary/Middle), Group 4

Thursday, August 10, 2023

This is an outline of the resources found in the presentation slides.

- [Watch the recording of Session 1](#)
- [Download the presentation slides](#)
- [Download the chat file](#)

Slide #	Content
1-2	Welcome & Tech Support
3-8	Learning Goals & Audience Introduction
9-21	<b>Reducing Chronic Absence Requires a Team Approach</b> <ul style="list-style-type: none"><li>• Attendance Team in Action <a href="#">video</a></li><li>• <a href="#">Map of existing school teams</a> worksheet</li><li>• <a href="#">School Self-Assessment tools</a></li></ul>
22-31	<b>Team Function #1: Organize a multi-tiered attendance strategy that begins with prevention and early intervention</b> <ul style="list-style-type: none"><li>• <a href="#">3 Tiers of Intervention &amp; Foundational Supports</a></li><li>• <a href="#">Attendance pyramid worksheet (examples)</a></li><li>• <a href="#">Attendance pyramid worksheet (blank form)</a></li><li>• <a href="#">Year-round planning calendar</a></li></ul>
32-44	<b>Team Function #2: Examine attendance &amp; absenteeism data to assess which groups of students have higher or lower levels of chronic absence</b> <ul style="list-style-type: none"><li>• What should happen at our school for each level of absence? (<a href="#">sample form</a>)</li></ul>

Slide #	Content
	<ul style="list-style-type: none"> <li>● <a href="#">What should happen at our school for each level of absence?</a> (blank form)</li> <li>● <a href="#">District &amp; School Attendance Tracking Tools</a></li> </ul>
45-50	<p><b>Team Function #3: Identify factors &amp; strategies that affect attendance</b></p> <ul style="list-style-type: none"> <li>● <a href="#">Root Causes</a></li> <li>● <a href="#">Qualitative Data Tools</a></li> <li>● Addressing Reasons for Absences <a href="#">video</a></li> </ul>
51	<ul style="list-style-type: none"> <li>● <b>Small Group Discussion</b></li> <li>● <i>(6-7 people per group)</i></li> <li>● <b>Report out (via Chat)</b></li> </ul>
52-55	<p><b>Matching Factors and Strategies</b></p> <ul style="list-style-type: none"> <li>● Worksheet: <a href="#">Understanding the root causes for student absenteeism</a></li> <li>● <a href="#">Attendance Playbook</a></li> <li>● <a href="#">Implementation Guide</a></li> </ul>
56	Q&A
57-58	<p><b>Review Learning Goals</b></p> <p><a href="#">Evaluation Survey</a>  <a href="https://app.upmetrics.com/data_collector/ckf2oltbqlt8k0759tfdbfybj">https://app.upmetrics.com/data_collector/ckf2oltbqlt8k0759tfdbfybj</a></p>
59-60	<p><b>Name &amp; Contact information for presenters:</b></p> <p>Cecelia Leong, Vice President of Programs  <a href="mailto:cecelia@attendanceworks.org">cecelia@attendanceworks.org</a></p> <p>Molly Balfe, Senior Fellow  <a href="mailto:molly@attendanceworks.org">molly@attendanceworks.org</a></p>
61-70	<p><b>Appendix: Additional Resources</b></p> <ul style="list-style-type: none"> <li>● <a href="#">Qualitative Data Tools</a></li> <li>● <a href="#">Scan of Environment and Attendance Tool (SEAT)</a></li> <li>● <a href="#">Empathy Interviews</a></li> <li>● <a href="#">2x10 Relationship Strategy Bank</a></li> <li>● <a href="#">Student Focus Groups</a></li> <li>● <a href="#">Attendance Café</a></li> <li>● Student and Parent surveys</li> </ul>

Slide #	Content
	<ul style="list-style-type: none"><li>○ <a href="#">PreK</a></li><li>○ <a href="#">Secondary</a></li><li>● <a href="#">3 Tiers of Intervention</a><ul style="list-style-type: none"><li>○ <a href="#">Attendance pyramid worksheet (examples)</a></li><li>○ <a href="#">Attendance pyramid worksheet (blank form)</a></li></ul></li></ul>