

## **Discussion Guide for Leading Attendance in California Webinar**

**August 13, 2015**

Participants, we suggest you use the [Pyramid Handout](#) as a way to organize your notes from the webinar and the ideas you generate as a team during this discussion.

### **Questions:**

#### **I. Cultivate a School Wide Culture of Attendance**

- A. What insights did you gain about messaging to families about attendance from the Harvard University research and The Ad Council study?
- B. What ideas did you garner from principals Ed Clement and Steve Trotter that you might want to adopt in your schools?
- C. What Attendance Works messaging tools (flyers, infographics, videos, etc.) do you want to use this fall?

#### **II. Use Data To Determine Need for Additional Supports**

- A. 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.
- B. If you do not have your chronic absence data, what steps can you take to obtain or create the data?
- C. 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.)
- D. What Tier 2 attendance interventions are already in place in our school?

### **III. Take a Team Approach and Develop Staff Capacity**

- A. 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?
- B. In what ways are teachers and other school staff sharing the responsibility for reducing chronic absence in your school buildings?
- C. 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?

### **IV. Advocate for Additional Resources and Improved Policy**

- A. 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?

### **V. Summary and Analysis**

- A. 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?
- B. What is one key idea to reduce chronic absence that we want to share with our colleagues?