

Truancy

Procedures Monitoring Attendance/Truancy

In accordance with the LEARN Truancy Policy, the following procedures are hereby adopted.

Definitions

“District” means the LEARN regional education service center.

“Truant” means a child ages 5-18 inclusive who has four (4) unexcused absences from school in any one month or ten (10) unexcused absences from school in any school year.

“Parent” means the parent, guardian, or other person having control of a child.

"Chronically absent child" is an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

"Absence" means an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education..

"District chronic absenteeism rate" means the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of LEARN for such school year.

"School chronic absenteeism rate" means the total number of chronically absent children for a school or program in the previous school year divided by the total number of children enrolled in such school or program for such school year.

Remediation of Truancy

1. When a student is identified as a truant, the Executive Director or his/her designee will conduct a meeting with the parent, the member district, the student, if appropriate, and with such school or program personnel whose involvement is deemed appropriate by the Executive Director or his/her designee. The meeting will occur not later than ten (10) school days after the child's fourth (4th) unexcused absence in a month or tenth (10th) unexcused absence in a school year and will be for the purpose of reviewing and evaluating the reasons for truancy.
2. The parents of each student attending a LEARN school or program will be notified in writing annually at the beginning of the school year of their statutory obligation to ensure that their child attends school. Annually at the beginning of the school year and upon any enrollment during the school year, LEARN will obtain from the parent of each student a telephone number or other means of contacting such parent during the school day.
2. Each LEARN school or program serving students ages 5-18 inclusive shall develop and submit annually to the Executive Director or his/her designee a system of monitoring

individual unexcused absences of students. Such system shall provide that whenever a child fails to attend on a regularly scheduled school day, and there is no indication that the child's parent is aware of the absence, a reasonable effort to notify the parent, by telephone and by mail, shall be made by school or program personnel or volunteers under the direction of school or program personnel.

3. LEARN shall, in cooperation with the member districts, coordinate services with, and referrals of students to, community agencies providing child and family services.
4. LEARN shall implement a truancy intervention model identified by the Connecticut State Department of Education (SDE) for any LEARN school that has a disproportionately high rate of truancy, as identified by the Commissioner of Education.

Chronic Absenteeism

Attendance review teams shall be established as follows:

1. A district team must be established when LEARN's chronic absenteeism rate is 10 percent or higher.
2. A school or program team must be established when a school's chronic absenteeism rate is 15 percent or higher.
3. Either a district team or a school/program team for each affected school/program must be established when (a) more than one school or program in the district has a chronic absenteeism rate of 15 percent or higher; or (b) the district has a chronic absenteeism rate of 10 percent or higher and one or more schools or programs in the district have a chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school or program administrators, guidance counselors, social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children; discussing school interventions and community referrals for such truants and chronically absent children; and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

LEARN shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education.

Procedures for LEARN's Special Education Regional Classrooms

LEARN administration will make a concerted effort to support local districts to remedy truancy in its early stages. LEARN administration will notify the LEA that sends a student to a LEARN program that the student is truant as per LEARN policy. The LEA will take responsibility for addressing the matter by implementing LEA Board of Education policies.

Reports/Referrals

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The number of truant and chronically absent children shall be included in the annual strategic school and district profile reports submitted to the Commissioner of Education.

The principal or designee of any elementary or middle school located in a town/city designated as an alliance district may refer a parent/guardian with a child defined as a truant or who is at risk of becoming a truant to the children's truancy clinic established by the Probate Court serving such town/city.

Procedure adopted: June 13, 2019
LEARN