

Fentress County Board of Education

Monitoring:	Descriptor Term: Progressive Truancy Intervention Plan (Elementary and High School)	Descriptor Code: 6.2000	Issued Date: 06-04-18 Revised
		Rescinds:	Issued:

Fentress County Schools Elementary Progressive Truancy Intervention Plan

I. Tier I (3 unexcused absences) of the progressive truancy intervention plan must include, at a minimum:

- The data clerk at the school level will notify the school administrator of any student that has three unexcused absences.
- The school administrator will inform the teacher to schedule a meeting with the parent and student.
- The teacher will meet with the student, parent/guardian or any other person having control over the student
- A resulting attendance contract to be signed by the student, parent/guardian or any other person having control over the student, and the teacher. The contract will include specific description of the school's attendance expectation for the student. The contract will be in effect for 1 year. Penalties for additional absences.
- Regularly scheduled follow up meetings as needed.

II. Tier II (one additional unexcused absence) must be implemented upon a student's accumulation of additional unexcused absences in violation of the attendance contract required under tier one. Tier two must include an individualized assessment by a school employee of the reasons a student has been absent from school, and if necessary, referral of the child to counseling, community-based services, or other in-school or out-of-school services aimed at addressing the student's attendance problems; and

- The data clerk at the school level will notify the school administrator of any student that has missed additional unexcused days since the initial Tier I meeting.
- The school administrator will inform the guidance counselor to complete an individualized assessment of the reasons the student has been absent from school. The guidance counselor will contact the parent to discuss steps on how to improve

student's attendance. A Tier II contract will be signed by guidance counselor, parent/guardian or any other person having control over the student, and student.

- Regularly scheduled follow up meetings as needed.

III. Tier III (one additional unexcused absence) must be implemented if the truancy

interventions under tier two are unsuccessful. Tier three will consist of:

- a. Truancy Review Committee that will include the Attendance Supervisor or designee, District Coordinated School Health Nurse, School level Administrator, representative from DCS and/or representative from Children's Center.
- b. Truancy Review Committee will meet once a month in Fentress County Courtroom. Steps will be discussed on how to effectively prevent further truancy issues.
- c. Tier III contract will be signed by Attendance Supervisor, School Administrator, parent/guardian or any other person having control over the student, and student.
- d. Any additional unexcused absences will result in the Attendance Supervisor sending written notice to the parent, guardian, or other person having control of the student, reporting the student who is unlawfully absent from school to the appropriate judge. Each case must be dealt with in such manner as the judge may determine to be in the best interest of the student, consistent with 37-1-132, 37-1-168, and 37-1-169. In the event a student in kindergarten through grade twelve (K-12) is adjudicated to be unruly because the student has accumulated five (5) days or more of unexcused absences during any school year, the judge may assess a fine of up to fifty dollars (\$50.00) or five (5) hours of community service, in the discretion of the judge, against the parent or legal guardian of the student.

Clarkrange High School Progressive Truancy Intervention Plan

I. Tier I (3 unexcused absences) of the progressive truancy intervention plan must include, at a minimum:

- The data clerk at the school level will notify the school administrator of any student that has three unexcused absences.
- The school administrator will meet with the student to discuss absences. ● A resulting

attendance contract to be signed by the student, and the school administrator. The contract will include specific description of the school's attendance expectation for the student. The contract will be in effect for 1 year. Penalties for additional absences.

- Regularly scheduled follow up meetings as needed.

II. Tier II (6 unexcused absences) must be implemented upon a student's accumulation of additional unexcused absences in violation of the attendance contract required under tier one. Tier two must include an individualized assessment by a school employee of the reasons a student has been absent from school, and if necessary, referral of the child to counseling, community-based services, or other in-school or out-of-school services aimed at addressing student's attendance problems; and

- The data clerk at the school level will notify the school administrator of any student that has missed additional unexcused days since the initial Tier I meeting.
- The school administrator will complete an individualized assessment of the reasons the student has been absent from school. The school administrator will contact the parent to discuss steps on how to improve student's attendance. A Tier II contract will be signed by school administrator, parent/guardian or any other person having control over the student, and student.
- Regularly scheduled follow up meetings as needed.

III. Tier III (7 unexcused absences) must be implemented if the truancy interventions under tier two are unsuccessful. Tier three will consist of:

- Truancy Review Committee that will include the Attendance Supervisor or designee, District Coordinated School Health Nurse, School level Administrator, representative from DCS and/or representative from Children's Center.
- Truancy Review Committee will meet once a month in Fentress County Courtroom. Steps will be discussed on how to effectively prevent further truancy issues.
- Tier III contract will be signed by Attendance Supervisor, School Administrator, parent/guardian or any other person having control over the student, and student.
- Any additional unexcused absences will result in the Attendance Supervisor sending written notice to the parent, guardian, or other person having control of the student, reporting the student who is unlawfully absent from school to the appropriate judge. Each case must be dealt with in such manner as the judge may determine to be in the best interest of the student, consistent with 37-1-132, 37-1-168, and 37-1-169. In the event a student in

kindergarten through grade twelve (K-12) is adjudicated to be unruly because the student has accumulated five (5) days or more of unexcused absences during any school year, the judge may assess a fine of up to fifty dollars (\$50.00) or five (5) hours of community service, in the discretion of the judge, against the parent or legal guardian of the student.







