

Executive Summary: Attendance Officer Hours

Warren County School District students are in need of more services from the Attendance Officer. In order to meet those needs, additional hours are necessary.

Impact Factors

- Truancy elimination planning was implemented as a state recommendation in 2007-2008, creating a significant amount of additional work. Attendance Officer hours have not been increased to meet this need. This has caused the Attendance Officer to fall behind in services that students need.
- Budget cuts at community agencies such as Children and Youth have removed resources that the district used to call upon the help address truancy issues.
- A relatively new group of students, cyber students, have added additional attendance responsibilities. 29 of 54 current cyber students have had truancy issues that must be addressed.
- Students that are not of compulsory school age, that is, students that are 17 or older, are not currently receiving services by the Attendance Officer. These students are at risk students for dropping out and are in need of services from the Attendance Officer.
- Local magistrates have begun to sentence students and parents to work with the district Attendance Officer and if the Attendance Officer has worked with the student, the Attendance Officer must appear in court. This is a positive change in the court system, but requires additional time and work.
- The Attendance Officer assists the Homeless Liaison in the identification of homeless students. Federal law now requires districts to identify and provide services to homeless students who qualify under the McKinney-Vento Act. The WCSD currently has over 60 students that qualify under the definition of homeless provided by the Federal government.

Recommendation: That the Board of School Directors approves Option 1 which increases Attendance Officer hours by one hour per day and adds an additional ten work days.

Options:

Option 1:

Add 10 additional days for a total of 210 which would be flexible and add one hour per day for a total of 40 hours per week.

Attendance Officer

Currently: Working 7 hours per day for 200 days X \$18.02 = \$25,228

Proposed: To work 8 hours per day for 210 days X \$18.02 = \$30,274

No Vacation

Therefore, the cost for Option 1 to increase Attendance Officer schedule one hour per day and add an additional 10 days for the Attendance Officer will be \$5,045.

Option 2:

Add 10 additional days for a total of 210 which would be flexible.

Attendance Officer:

Currently: Working 7 hours per day for 200 days X 18.02 = \$25,228

Proposed: To work 7 hours per day for 210 days X \$18.02 = \$26,489

Therefore, the cost for Option 2 to increase Attendance Officer schedule an additional 10 days will be \$1,269

Option 3:

Add one hour per day for a total of 40 hours per week.

Attendance Officer:

Currently: Working 7 hours per day for 200 days X \$18.02 = \$25,228

Proposed: To work 8 hours per day for 200 days X \$18.02= \$28,832

Therefore, the cost for Option 3 to increase Attendance Officer schedule on hour per day will be \$3,604.

Motion: That the Board of School Directors approve for the Attendance Officer at a present cost of \$

**Compulsory Age Student Unlawful Absence Review
Students With 1 or More Unlawful Absence Recorded**

	2007/2008 Year Total Number Students W/Unlawful Absences	2008-2009 Total Number Students W/Unlawful Absences (1st Semester Only)	2007/2008 Year Total Number of Student Days Marked Unlawful	2008-2009 Total Number Student Days Marked Unlawful (1st Semester Only)
Eisenhower M/S High	118	79	231	160
Sheffield M/S High	171	88	468	255
Youngsville M/S High	64	51	144	115
Warren Area High	379	248	1382	808
Beaty Warren Middle	63	59	119	130
Youngsville Elem/Middle	66	141	130	287
Allegany Valley	19	40	47	97
Russell Elementary	6	8	23	26
Sheffield Elementary	5	7	14	11
South St. Early Learning	9	15	14	35
Sugar Grove Elementary	44	12	101	24
Warren Elementary Center	126	66	244	109
Totals	1070	814	2917	2057

Compulsory Age Student: A student between the age of 8 and 17 or one that has entered first grade before age 8.

Benefits to Additional Time:

1. Meaningful time spent with students and parents, developing Truancy Elimination Plans (TEP), will reduce number of unlawful absences
2. More purposeful time spent in the schools meeting with administration and staff to problem solve and be proactive with attendance issues.
3. Enabled to address the needs of outside agencies requesting participation, Juvenile Probation, Children and Youth Services
4. Work with more children at an earlier age to correct attendance habits before they enter Secondary Grade Level

Non Compulsory Age Student Unexcused Absence Review Students With 1 or More Unexcused Absence Recorded

	2007-2008 Year Total Number Students W/Unexcused Absences	2008-2009 Total Number Students W/Unexcused Absences (1st Semester Only)	2007-2008 Year Total Number of Student Days Marked Unexcused	2008-2009 Total Number of Student Days Marked Unexcused (1st Semester Only)
Eisenhower M/S High	153	97	990	294
Sheffield M/S High	66	50	804	332
Youngsville M/S High	100	61	664	277
Warren Area High	339	215	2296	1025
Totals	658	*423	4754	1928

*Potential Drop-out

Non-Compulsory Students: Students age 17 years and older. These students are at risk for dropping out of school before receiving their diploma.

Benefits from Additional Time:

1. Enable Attendance Officer to work with older students to reduce unexcused absences and with Special Education Director to reduce drop-out rate
2. Productive communication with administration, parents and students to problem solve attendance with older students
3. Monitor and address attendance issues with parents/students in ever-growing WCSD Cyber Program
4. Develop plans for older students to increase school attendance and communication regarding attendance

Truancy Elimination Plan (TEP) Overview
2/19/2009

PDE requests information each year for students considered “Habitually Truant.” PDE now considers a student “Habitually Truant” with 6 UL absences. Meaning 3 additional UL absences after receiving a First Notice.

School	Students w/8 or More Unlawful Before TEP 06/07	Students w/8 or More Unlawful After TEP 07/08	Currently This School Year 2008/2009
Warren High	66	37	19
YHS	8	3	3
SAMSHS	6	7	7
EHS	1	2	0
AVES	1	1	1
RES	1	1	1
SSELC	3	0	0
YEMS	5	2	1
WAEC	6	3	0
SES	0	1	0
SGES	0	2	0
BWMS	6	2	2