

Summary of Process and Changes to Attendance Policy 2022-2023

6/6/2022

A dark blue diagonal graphic that starts from the bottom left corner and extends towards the top right corner, covering the lower half of the slide.

Process

- **Google Form sent out in April - jointly made by JLM and administration to collect feedback from educators on attendance policy this year.**
- **Two optional meetings in May where staff and faculty were invited to attend and share feedback, concerns, and ideas related to attendance and changes we could make in both policy and practice**
- **Teacher and admin collaboration to take feedback from the meetings and create options to propose back to staff for revisions to policy and practice.**
- **JLM representatives shared proposals with staff and took feedback.**
- **Admin, JLM reps, and faculty attendees discussed options and feedback at JLM on 6/6. Consensus was not reached on the proposed policy, but the majority sentiment was that these proposals would be an improvement over the previous pilot policy.**

Summary of Changes

I. Revised Definitions:

- a. The time that is considered tardy v. absent was changed.
 - i. Students are tardy when they are between 2-15 minutes late (changed from 0-27 minutes) with the exception of first period when students are meant to be in class at 8am.
- b. Language was added to clarify what would happen after a student exceeded 5+ excused absences in a term.

Summary of Changes Cont.

2. Revised Follow Up for Unexcused Absences and Tardies:

- a. Language was added to provide teachers with options and strategies to address any students who cut class and/or are consistently tardy.
 - i. Consequences that come as a result of missed class time take priority over extracurricular commitments.
- b. The process for following up on tardies/cuts was revised to clarify who follows up and what potential consequences students can expect if repeat behavior continues.
 - i. These changes were made in order to both take more of a team approach and to allow for more consistent follow up from all stakeholders.
 - ii. Teachers respond first, then administrative consequences, and if behavior continues to repeat, the student will face grade consequences.

Summary of Changes Cont.

3. Revised Language for Extended Absence:

a. Language was changed here to be in line with state law.

- i. The school recommendation still stands that once a student exceeds 45 days of absence in a year, the best plan of action is likely to move to P/F for the course and allow for a prioritized set of assignments and expectations.

Guiding Statement:

As our homepage states, “with a commitment to teaching and learning, the Belmont Public Schools strive to nurture the knowledge, skills, and emotional development of each student in order to create a community of engaged learners who contribute to the common good and are of service to others.” In order to deliver on this goal for every student, the faculty and staff at Belmont High School believe that attendance in class every day is critical. Each student’s attendance is her/her/their commitment to both their own education and the community of learners at Belmont High School. Below, you will find the ways in which staff and faculty hope to partner with students and families to support successful attendance in school.