

# Colonial School District

## Attendance Team/Visiting Teachers Support

### OVERVIEW

Since the start of Remote Learning last spring, the **Attendance Team** has met on a regular basis to determine ways to integrate the team's services into existing building protocols. The goal of the **Attendance Team** is to provide some much-needed support to everyone's already busy calendars.

#### **Attendance Team** Assignments

The Visiting Teacher assignments remain unchanged for the 20-21 school year.

**Sam Anderson**-Carrie Downie, Castle Hills, Wilmington Manor, Pleasantville, Leach, Wallin, George Read, McCullough

**Jenee Walker**- New Castle, Wilbur, Eisenberg, Southern, Gunning Bedford

**Ed Stephan**-William Penn

### CONNECTIONS WITH SCHOOLS

Each **Visiting Teacher** will be considered a member of **School Based Teams** and regularly attend Meetings. This will allow **Visiting Teachers** to provide any updates they may have on student attendance/truancy as well as be a support to students that are struggling and not engaging in their learning. It is acknowledged that the **Visiting Teachers** are supporting a number of schools and may not be able to attend every meeting. The goal is that they attend meetings at least twice a month.

Each school building will identify an **Attendance Lead** (e.g., school counselor, school nurse, administrator) for students who are consistently not participating in remote instruction. This **Attendance Lead** will monitor the weekly/monthly attendance in their building. Students not engaging in their learning may be referred to the **School Based Team** for review or discussed at a monthly check in between the **Visiting Teacher** and **Attendance Lead**.

The connection between **School Based Teams** and **Visiting Teachers** is critical as we continue to examine our attendance data across the district. Research has shown a powerful correlation between positive attendance and graduation rates as well as chronic absenteeism and drop out rates. It is our hope that by engaging students, and families, in their learning early on we will continue to see increases to our graduation rates and decreases in our drop outs.

### WELLNESS CHECKS

An expanded role of the **Visiting Teachers** is the completion of wellness checks when a student is not engaging in learning. Since the start of Remote Learning, the **Visiting Teachers** have been out and about completing wellness checks for students that were not connecting with their

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teachers. For the 20-21 school year, schools (Administration, Attendance Lead, or School Based Team) may request a wellness check by the **Visiting Teacher** for a student due to lack of engagement in learning when:

- The student is not participating in learning (marked absent)
- And -
- The School team has attempted to contact the family on at least 3 different occasions including different methods (e.g., phone calls, email, etc.)
  - School teams should utilize eschool to determine if the student has siblings in a different school and verify contact methods are the same (phone numbers, email address, etc).

If a School team is unable to connect with a student's family, the **Visiting Teachers** will make a visit to the home to verify if the family is still living at the address and attempt to follow up with the family on what is preventing the student from engaging in learning. Details of the home visit will be recorded in iTracker as well as communicated to the administrator and **Attendance Lead**.

### **PROFESSIONAL DEVELOPMENT**

The **Visiting Teachers** reviewed this plan with School Counselors during the September 15<sup>th</sup> Professional Development day. Following this meeting, administrators were encouraged to invite the **Attendance Team** to one of your upcoming staff meetings to introduce themselves to new staff as well as overview the role all staff play in supporting student engagement in learning.

In addition to attendance, **Ed Stephan** will continue to support staff with students identified under **McKinney Vento** as well as students who are in **Foster Care**. Each year, staff are required to complete a training on Homeless Education (Course 26251 in PDMS). Ed will review this training with **School Counselors**. Building administrators may elect to have their **School Counselor** provide this training to their building in place of the online course. DDOE requires that training be completed by the end of December.

### **CLOSING**

It is the **Attendance Team's** goal to provide additional support to the hard work school teams put in every day to engage all of students and families, as Colonial Schools recognize the importance of ensuring all students have **ACCESS** to their educational program.

If you have questions regarding the role of the **Attendance Team/Visiting Teachers**, please reach out to Dr. Jon Cooper, Director of Behavioral Health at [jon.cooper@colonial.k12.de.us](mailto:jon.cooper@colonial.k12.de.us).