

## MUSD Tiered Student and Family Reengagement Plan: *Attendance*

	Tier 1	Tier 2	Tier 3
<b>Student Attendance</b>	Student misses 1 full or partial day of Google Meets without explanation or communication to teacher or school office staff	Student misses 2 <sup>nd</sup> consecutive full or partial day of Google Meets <u>or</u> has missed one or more days per week for two or more weeks without explanation or communication to teacher or school office staff	Student misses 3 <sup>rd</sup> consecutive full or partial day of Google Meets <u>or</u> has missed one or more days per week for three or more weeks without explanation or communication to teacher or school office staff
<b>Teacher Response</b>	<ul style="list-style-type: none"> <li>Record student as DL-Absent-Work Not Submitted in Q</li> <li>Automated School Messenger attendance call will notify parents the evening of any full or partial day absence</li> <li>If the student is receiving Special Education services, notify the student's case manager</li> </ul>	<ul style="list-style-type: none"> <li>Record student as DL-Absent- Work Not Submitted in Q</li> <li>Automated School Messenger attendance call will notify parents the evening of any full or partial day absence</li> <li>Call parents / guardians. If no answer, try calling any additional numbers listed for parents/guardians and try to confirm current address and contact information of student</li> <li>If Spanish translation is needed, contact your designated site bilingual personnel</li> <li>Document your call in the Q Student Engagement module</li> <li>If the student is receiving Special Education services, notify the student's case manager</li> </ul>	<ul style="list-style-type: none"> <li>Record student as DL-Absent- Work Not Submitted in Q</li> <li>Automated School Messenger attendance call will notify parents the evening of any full or partial day absence</li> <li>Notify school site administration so they can contact the student/family</li> </ul>
<b>Administrative Response</b>			<ul style="list-style-type: none"> <li>Call parents to offer support</li> <li>Possible home visit</li> <li>Begin SARB process</li> </ul>
<b>Potential Support</b>	<ul style="list-style-type: none"> <li>Technology accessibility support</li> <li>Mental wellness check by school counselor</li> </ul>	<ul style="list-style-type: none"> <li>Parent Conference</li> <li>Referral to public assistance agency(s)</li> </ul>	

## MUSD Tiered Student and Family Reengagement Plan: *Engagement*

	Tier 1	Tier 2	Tier 3
<b>Student Engagement</b>	Student does not submit classwork and does not actively engage in Google Meets or Canvas for 2 consecutive days without prior contact	Student does not submit classwork and does not actively engage in Google Meets or Canvas the next day after the contact with the student (secondary) or parent (elementary)	Student has progressed through Tier 1 and Tier 2 and engagement issues persist
<b>Teacher Response</b>	<ul style="list-style-type: none"> <li>• Send an email to the student (secondary) or parent / guardian (elementary) to see how they are doing and help identify barriers to completing work and actively engaging during Google Meets</li> <li>• Document this contact with the student in the Q Student Engagement module</li> <li>• If the student is receiving Special Education services, notify the student's case manager</li> </ul>	<ul style="list-style-type: none"> <li>• Make a phone call to the parent / guardian of the student</li> <li>• If there is no answer, try calling any additional numbers listed for parents/guardians and try to confirm current address and contact information of student</li> <li>• If Spanish translation is needed, contact your designated site bilingual personnel</li> <li>• Document your call in the Q Student Engagement module</li> <li>• Encourage parent to set up an Observer account in Canvas</li> <li>• If the student is receiving Special Education services, notify the student's case manager</li> </ul>	<ul style="list-style-type: none"> <li>• Alert school site administration</li> </ul>
<b>Administrative Response</b>			<ul style="list-style-type: none"> <li>• Talks to student (secondary) and/or parent (elementary) and offers support</li> <li>• Refers student to school counselors who follow-up with student and/or family</li> </ul>
<b>Potential Support</b>	<ul style="list-style-type: none"> <li>• Technology accessibility support</li> <li>• Mental wellness check by school counselor</li> </ul>	<ul style="list-style-type: none"> <li>• Parent Conference</li> <li>• Referral to public assistance agency(s)</li> </ul>	