



**LAKESIDE SCHOOL DISTRICT
CHRONIC ABSENTEEISM
IMPROVEMENT PLAN
2025-2026**

SCHOOL: Oak Street Elementary School

PRINCIPAL: Jessica Ring

GOALS (Must be specific, measurable, achievable, results-focused and timely)	ACTION STEPS (A sequence of steps that must be clearly written, in order for a strategy to be successful.)	PERSON (S) RESPONSIBLE (Who are the person or persons responsible for completing the action steps?)	EVIDENCE (How will I know my actions are working?)
Chronic Absenteeism will be reduced from 16% to 10% by June 2026.	<ul style="list-style-type: none">● Monthly meetings with the AWAT● Classroom teachers to call home if student is absent for two days consecutively● Attendance Officer will communicate with families via phone calls, letters and home visits on a monthly basis● Administration will contact parents monthly via phone calls and schedule in person meetings when necessary● Develop Attendance Goals for individual	<ul style="list-style-type: none">● Administration● School Attendance Committee● Attendance Officer● Classroom Teachers	<ul style="list-style-type: none">● Continuous monitoring of the attendance goals.● Weekly attendance reports from the attendance officer sent to administration.● Reduction in absences and tardies each month as shown by the Chronic Absenteeism report.

	<p>students/families and reward the student with prizes for improved punctuality or attendance</p> <ul style="list-style-type: none"> ● Provide a monthly improved attendance drawing for families that have shown an increase in punctuality/attendance (Shop Rite gift card) 		
<p>Reduce the number of lates/ tardiness to school during the school year by 10%</p>	<ul style="list-style-type: none"> ● Monthly meetings with the AWAT ● Classroom teachers to call home if student is absent for two days consecutively ● Attendance Officer will communicate with families via phone calls, letters and home visits on a monthly basis ● Administration will contact parents monthly via phone calls and schedule in person meetings when necessary ● Develop Attendance Goals for individual students/families and reward the student with prizes for improved punctuality or attendance ● Provide a monthly improved attendance drawing for families that 	<ul style="list-style-type: none"> ● Administration ● School Attendance Committee ● Attendance Officer ● Classroom Teachers 	<ul style="list-style-type: none"> ● Continuous monitoring of the attendance goals. ● Weekly attendance reports from the attendance officer sent to administration. ● Reduction in absences and tardies each month as shown by the Chronic Absenteeism report.

	have shown an increase in punctuality/attendance (Shop Rite gift card)		
Educate parents/guardians about the importance of regular attendance throughout the 25-26 school year during monthly school-sponsored events.	<ul style="list-style-type: none"> • Develop and hang signage outside of the building highlighting the importance of regular attendance • Attendance Matters table to be set up during all monthly parent events with brochures, resources, etc. • Develop Attendance Goals for individual students/families and reward the student with prizes for improved punctuality or attendance • Provide a monthly improved attendance drawing for families that have shown an increase in punctuality/attendance (Shop Rite gift card) 	<ul style="list-style-type: none"> • School Attendance Committee • Administration • Attendance Officer 	<ul style="list-style-type: none"> • Continuous monitoring of the attendance goals. • Weekly attendance reports from the attendance officer sent to administration. • Reduction in absences and tardies each month as shown by the Chronic Absenteeism report.
Implement a School Wide “Race To Ten” system during the 25-26 school year that recognizes classrooms with 10 or more days of Perfect Attendance each month.	<p>1. Establish the Attendance Goal</p> <ul style="list-style-type: none"> • Each class works toward achieving 10 days of 100% student attendance. • Classes compete within their grade level, ensuring fairness and 	<ul style="list-style-type: none"> • Jen Patella, Assistant Principal 	<ul style="list-style-type: none"> • Continuous monitoring of the attendance goals. • Weekly attendance reports from the attendance officer sent to administration. • Reduction in absences and tardies each month as shown by the Chronic Absenteeism report.

	<p>age-appropriate competition.</p> <p>2. Track Attendance Daily</p> <ul style="list-style-type: none">• Attendance is reviewed each morning. <p>3. Update the Hallway Progress Board</p> <ul style="list-style-type: none">• If all students in a class are present for the day, the class earns one “OWL” toward their total of 10.• A Race to 10 display board is posted in a high-traffic hallway. <p>4. Recognize and Reward Success</p> <ul style="list-style-type: none">• Winning classes in each grade level receive ice cream, extra recess, and public recognition <p>5. Reset and Restart Monthly</p> <ul style="list-style-type: none">• The board is reset at the start of each new month.		
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(*Do not include Actions procedures that are already in place.)

Principal

Date