



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

SCHOOL: Clifton Avenue Grade School

PRINCIPAL: Ebony Rivera

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 10.5% to 8% by June 2026	<ul style="list-style-type: none">• Bi-monthly meetings with the Attendance Team• Color It In - Classroom Attendance Monitoring Incentive• Champions Light the Way by Attending School Every Day- Individual Student Incentive• Classroom teachers will call home if a student is absent more than two days consecutively• School Attendance will be discussed at monthly PTO meetings	<ul style="list-style-type: none">• Administration• Attendance Officer• Guidance Team• School Attendance Team• PTO	<ul style="list-style-type: none">• Monitoring of monthly building attendance: schoolwide, grade level, subgroup, and classroom• Monitoring the Color It In-Classroom Charts• Weekly attendance reports provided by our attendance officer• Receiving the monthly attendance award presented by the district

	<ul style="list-style-type: none"> • Administration will hold chronic absenteeism meetings with parents at the end of each marking period • Students who earned perfect attendance for a marking period will be recognized at an evening celebration • H.O.T- Here On Time or Here On Today coupons are given to students who struggle with attending daily or coming to school on time 		
Reduce absences attributed to doctor's appointments that prevent students from attending school for at least part of the day	<ul style="list-style-type: none"> • Putting the school calendar in the student planner • Sending a letter to parents requesting that they schedule early morning or late afternoon appointments so that students can attend school for at least part of the day • Address the importance of regular school attendance at every PTO/Title I meeting with a slide 	<ul style="list-style-type: none"> • Administration • Attendance Officer • Main Office Staff 	<ul style="list-style-type: none"> • Reduction in doctor's visits as the rationale for absences in Realtime attendance notes • Weekly attendance reports from the attendance officer • A decrease in the number of students that are chronically absent in monthly Chronic Absenteeism Report
Reduce the number of students late to school by 10% from January to June	<ul style="list-style-type: none"> • H.O.T- Here On Time or Here On Today coupons are given to students who struggle with attending 	<ul style="list-style-type: none"> • Administration • School Attendance Team 	<ul style="list-style-type: none"> • Weekly attendance reports • HOT coupons • Reduction in the number of students that are late to school in Realtime (student database)

	<p>daily or coming to school on time</p> <ul style="list-style-type: none"> • Parent meeting for students that have 10 or more tardies in a marking period (45 days) • Presenting the importance of regular on time attendance at our student assemblies • Analyzing and discussion student tardies with our school attendance team 		
School Attendance Team to meet bi-monthly to analyze attendance data and identify patterns or trends in attendance	<ul style="list-style-type: none"> • Bimonthly Attendance Team Meetings • Identify attendance trends or patterns: grade level, subgroups, schoolwide • Develop plans to celebrate perfect attendance and improved attendance 	<ul style="list-style-type: none"> • Administration • School Attendance Team 	<ul style="list-style-type: none"> • Weekly attendance reports • Attendance Team meeting notes • Positive changes in identified trends • Attendance Team Survey

(*Do not include Actions procedures that are already in place.)

Ebony Rivera

Principal

January 9, 2026

Date