SWEET HOME CENTRAL SCHOOL DISTRICT

Attendance Procedures & Wellness Plan Update

Tuesday, July 7, 2026
Sweet Home Board of Education

EVERY STUDENT, ONE COMMUNITY, READY FOR THE FUTURE.

2025-26 District Wellness Committee

Donald Feldmann, Asst. Superintendent	*Karen DeLaPlante, Principal*
Marcy Gerlach, Athletic Trainer	*Sara Juico, Parent*
Keli-Koran Luchey, School Counselor	*Anne Nowak, FSC Coordinator*
Mary Rao, Teacher	*Kristi Sajdak, Food Service Director*
Yelena Suffoletto, School Nurse	*Peter Bellanti, Board of Education*
Marissa Dauria, Principal	*Christine Kasper, Teacher*
Shannon Hutchinson, School Nurse	*Kristin Puff, School Nurse*
Deepa Saini, Parent	*Jessica Stephens, Parent*
Brandon Woods, School Counselor	*Erica Duerr, School Nurse*
Karen Barrett, Clerical	*Morgan LePage, School Nurse*

Attendance Procedures
Daily School Attendance Interventions

A. **Prior to the Start of School** – A letter will be sent home to all students, including those that had attendance issues the school year prior, promoting regular school attendance as well as an excuse form[1] that parents/guardians can fill out and sign in the instance of absence and/or tardiness. **This form will be also available on the District website** and the District will provide ways to make the form available for translation purposes.

- **Excuse form will be placed on District website for start of school**

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B. **First Intervention** - The first intervention is a letter sent to the parent/person in parental relation requesting more information about the student absences and/or tardiness. The letter will encourage the parent/person in parental relation to promote regular school attendance, to monitor future absences, **and indicate that additional interventions may occur**. The school attendance policy and a copy of the student's attendance record will be included in the mailing.

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C. **Second Intervention** – The second **intervention is a letter sent to the parent/person in parental relation requesting that the parent/person in parental relation contact the school to set up a meeting/conference. A copy of the student's attendance record will be included with the letter. If the parent/person in parental relation does not schedule the meeting, school personnel will reach out to schedule the meeting.**

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D. Third Intervention – This is a conference between the parent/person in parental relation and school personnel. The purpose of the conference is to determine a course of action that will improve the student's attendance. A copy of the student's attendance record will be included during the meeting. In the conference, the committee will create a plan to improve attendance which includes offering the parent assistance to address any issues that may be impacting the child's ability to attend school. This may include actions such as referral to the Family Support Center, referral community support services, or a re-evaluation of appropriate school placement (if the student receives special education services). The parent will also be informed of possible building actions should the attendance issue continue including home visits or a referral to Child Protective Services for educational neglect.

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E. Additional interventions - If attempts to reach the parent/guardian through phone calls, letter and request for a conference have been unsuccessful, or if the student continues to be absent from school (10 days absent in first ten weeks; 20 days absent in first twenty weeks; 30 days absent in first thirty weeks), the district will conduct a home visit as a further attempt to reach the parent/ address the issue. When a family has received three interventions, and exceeds the total number of days allowable absences by the District plan, school officials will pursue formal sanctions such as referral to CSE for a re-evaluation of appropriate placement, or referral to Child Protective Services for educational neglect, if appropriate.

Local Wellness Policy
Class Party and School Celebration Food List

Class Parties and School Celebrations

Students will no longer be allowed to bring in food items to distribute to classmates for birthdays. Food can be brought in for other holiday and year-end celebrations, but must be from the pre-approved list below. Those items on the list are acceptable and peanut and tree nut free:

REMOVE: Enjoy Life Baked Chewy Bars- Caramel Apple, Caramel Blondie, Cocoa Loco, Sunseed butter crunch (product discontinued)

QUESTIONS?

