



# **Estancia Municipal School District**

900 N. 9<sup>th</sup> St. / P.O. Box 68, Estancia, NM 87016  
505-384-2000 (Tel) – 505-384-2015 (Fax) – [www.emsbears.us](http://www.emsbears.us)

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## **ESTANCIA MUNICIPAL SCHOOL DISTRICT ATTENDANCE FOR SUCCESS ACT**

The Attendance for Success Act, a new state statute, requires school districts and charter schools to classify each student into one of four attendance intervention tiers, based upon the percentage of school day absences. This new statute does not differentiate between excused and unexcused absences. Activity absences where a student is out of school participating in a school event does NOT count against a student, but all other absences are counted to determine a student's overall attendance rate.

School districts are required to report the intervention tier for each student based upon students' attendance rates during the reporting period. Absences and tiers will be reported to the New Mexico Public Education Department at each reporting period and the end of the year.

### **Tier 1 – The Whole School Prevention Tier**

Students who have missed less than 5% of school days for any reason.

#### **Interventions:**

- Whole school attendance campaigns
- Class attendance competitions
- Parental notification of student absences through phone calls and electronic communication

### **Tier 2 – The Individualized Prevention Tier**

Students who have missed between 5-10% of school days for any reason.

#### **Interventions:**

- Teacher or secretary calls parents to let them know that absences are becoming excessive (keep contact log in attendance file)
- Parent/teacher conference (teacher creates a classroom intervention plan)

### **Tier 3 – The Early Intervention Tier**

Students who have missed between 10-20% of school days for any reason.



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## **Interventions:**

- Letter sent to parents from the principal and meeting with parents
- Meeting is documented in SAT plan or classroom intervention plan
- Complete an attendance contract (parent gets a copy of contract and one is kept in attendance file)
- Weekly progress monitoring by teacher/secretary

## **Tier 4 – The Intensive Supports Tier**

Students who have missed 20% or more of school days for any reason.

## **Interventions:**

- Letter to parents from principal to schedule a meeting
- Meeting is documented in SAT plan or classroom intervention plan
- Adjust attendance contract (parent gets a copy of contract and one is kept in attendance file)
- Notify truancy court
- Warn parents about CYFD referral
- Weekly progress monitoring by teacher/secretary
- If absences continue, report to CYFD

I have read the New Mexico Attendance for Success Act, and understand the school attendance expectations.

Signature: PENDING PARENT/GUARDIAN SIGNATURE

Date: PENDING DATE