






# Cascade High School

## Attendance Guidelines/ BECCA Law



# Cascade High School

- 
- Attendance Secretary – Rhonda Covert
    - (425) 385-6004
  
  - FAX
    - (425) 385-6002
  
  - Main Office
    - (425) 385-6000
- 
- 



# Definitions

- **Absences:** Failure to attend class. Everett Public Schools views any absence as a time when a student is not in class after the first 5 minutes.
- **Excused Absence:** Absences for which there is parent/guardian documentation excusing the absence(s). Everett Public Schools expects that when a student is not in class either a staff member has excused the student or parents/guardians are aware and have given permission for one of the district-approved reasons.
- **Unexcused Absences:** No parent/guardian or staff documentation verifying the absence or an absence not meeting district criteria of excused.
- **Truancy:** A student out of class without an authorized pass during class time is considered truant. As a matter of safety during the school day, it is important that all students are supervised and accounted for. Truancy (skipping class) will result in disciplinary action. Forged notes/messages will result in discipline for truancy and/or altering of records.
- **Tardies:** Tardies are a discipline and safety issue and will be dealt with as such. Students are expected to be in class ready to learn when the bell rings. If the lateness is excused, it is the student's responsibility to communicate this with the teacher with proper documentation.





# Reasons for Absences

## ■ Excusable Absences

- Illness / Health – related issue
- Family Emergency
- Religious Observance
- Court Appearance
- Funeral

## ■ Pre-Arranged Absences

- College visits
- Family trips/vacations
- Routine health care appointments
- School-initiated activities

## ■ Unexcused Absences

- Reasons not allowed by the school
- Note not submitted within 2 school days

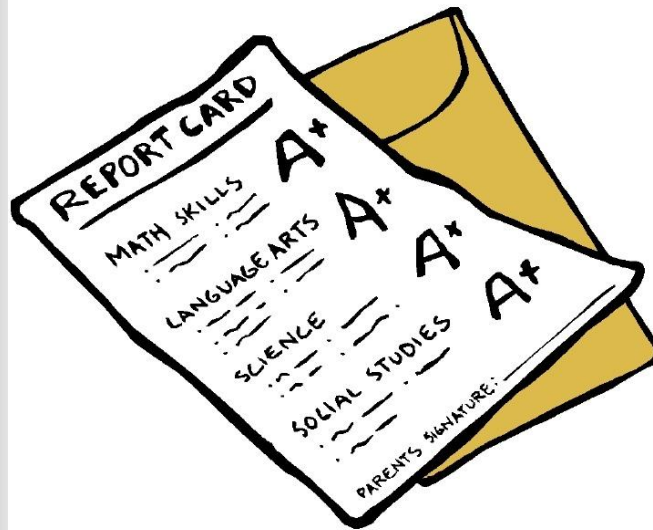




# Reporting an Absence

- Absences need to be excused within 2 school days of the student's return. Notes may be turned in to the attendance office or faxed to (425) 385-6002. Absences will be recorded as unexcused if appropriate documentation is not received.
  - Notes must be turned in before 10:00 AM
- Notes turned into the attendance office must include the following information:
  - Student Name
  - Student ID Number
  - Date(s) of Absence(s)
  - Phone Number Where Note Can be Verified
  - Signature of Parent/Guardian
  - Reason for the Absence

# Please Pull Out Your Grade & Attendance Reports





# Everett School District Graduation Requirements

- English = 4.0 Credits
- Mathematics = 3.0 Credits
- Social Studies = 3.0 Credits
- Science = 2.0 Credits
- Career and Technical = 1.0 Credits
- Health & Fitness = 2.0 Credits





# Graduation Requirements Continued...

- Arts, visual or performing = 1.0 Credits
- Senior Seminar = 0.5 Credits
- Electives = 5.5 Credits
- Combined= 24.0 Credits
- **You Need 22.0 Total Credits to Graduate**

# What is keeping you from attending school?

- Trouble getting up in the morning
- Lack of interest
- Hanging out with friends
- Missing the bus
- Feeling behind in classes
- Personal & family problems
- Bullying
- Lack of motivation
- Getting in trouble at school
- Getting sick a lot
- School is too early in the morning
- Depression/Anxiety
- Skipping school
- Not feeling connected to a social circle at school



# What resources at CHS can you use to help improve your attendance?

- Using school transportation to make sure I get to school on time
- Talking to my counselor
- Asking my teachers for help
- Administrators
- Being under an attendance contract
- Using the bell system to make sure I am going to class on time
- Use the library as a good environment to study and not be distracted
- Getting connected with sports & clubs at school
- Staying on top of my grades & attendance by using LMS
- Taking advantage of the weekly tutoring support schedule





# CHS Homework Help

## **Teacher Assistance**

Most teachers provide before and after school assistance to any student on specific days of the week.

**Daily 7-7:30am & 2-2:30pm**

**To schedule: Talk to a teacher**

## **PAWS**

The Productive Academic Work Session is time available daily to complete work or to request help from a teacher.

**Daily**

**To schedule a time with a teacher other than your third period teacher: Request a PAWS pass.**

## **PAWS Study Club**

Assistance and tutoring is available in the library during PAWS.

**Monday-Friday Library**

**To schedule: Request a pass from a Support Coordinator.**

## **Lunch Study Club**

A quiet place is set aside for students to finish homework

**Monday-Friday Library**

**To schedule: Drop in**

# Goals for the 2013/2014 school year to help you improve your attendance

- Being on time to school
- Going to sleep earlier
- Meet new people
- Join sports & clubs
- Use an alarm clock
- Make a daily schedule to do homework
- Eat breakfast
- Get a graduation plan together with my counselor
- Hang out with friends who are motivated to go to school
- Get involved with after school tutoring
- Ask for help if I need it
- Research schools & careers I might be interested in after I graduate



## BECCA Law - *overview*

- Named after teenager, Rebecca Hedman
- The 1995 Washington Legislature enacted a bill governing At-Risk Youth, runaways, truancy, and other issues affecting non-offender youth and their families





## BECCA Law - *components*

- School must communicate unexcused absences to students and parent/guardians
- 7 or more unexcused absences in a month or 10 unexcused absences in a year
- School is required to file petition with juvenile court



## **Denney Snohomish County Juvenile Court**

2801 10<sup>th</sup> Street  
Everett, WA. 98201





# Initial Hearing AKA Fact Finding Hearing

- At Denney Juvenile Justice Center
- Students no longer provided legal representation at this court hearing
- Individual court hearings scheduled in front of the commissioner
- Student and/or parent/guardian signs “Order to Abate Truancy”





# Contempt Hearing

- Students are assigned legal representation during all contempt hearings
- Motion to Show Cause for Contempt is filed upon violation of the Order To Abate Truancy
- Violation occurs upon future unexcused absences, skips, tardies, and/or suspensions

A vertical stack of four images on the left side of the slide. From top to bottom: a blue clock face, a red clock face, a green open book, and a blue open book.

# Consequences – include but not limited to:

- Community Service
- Court Assigned Essays and Journal Packets
- Detention Alternative Programs:
  - PASS
  - SWAP
  - JETS
- Detention



# School Assistance

## COUNSELORS

- |            |                |  |
|------------|----------------|--|
| ■ A – Don  | Shelly Raketty | <a href="mailto:sraketty@everettsd.org">sraketty@everettsd.org</a><br>425-385-6022   |
| ■ Doo – Ja | Tim Gravelle   | <a href="mailto:tgravelle@everettsd.org">tgravelle@everettsd.org</a><br>425-385-6021 |
| ■ Jb – Ok  | Raj Kleckley   | <a href="mailto:rkleckley@everettsd.org">rkleckley@everettsd.org</a><br>425-385-6023 |
| ■ Oi – Ro  | Laura King     | <a href="mailto:lking@everettsd.org">lking@everettsd.org</a><br>425-385-6027         |
| ■ Ro – Z   | Kim Taylor     | <a href="mailto:ktaylor@everettsd.org">ktaylor@everettsd.org</a><br>425-385-6025     |

## SCHOOL ADMINISTRATORS

- |             |                     |
|-------------|---------------------|
| ■ Principal | Ms. Cathy Woods     |
| ■ A – G     | Ms. Laura Phillips  |
| ■ H – O     | Mr. Robert Aguilar  |
| ■ O – Z     | Mrs. Stefani Koetje |

# Monitor Student Attendance

Learning Management System (LMS)

<https://lms.everettsd.org>



**LMS** Learning Management System  
for Everett Public Schools

☐ Login

Login Id :

Password :

☐ Remember me on this computer

☐ Password Management

Need to change password ? [Click Here:](#)

**Welcome to Everett High School and Beyond**

*It's never too early or too late to start your child's education and fulfilling work and education.*

High School and Beyond is in its first year - three information packed and 20 at Cascade High School, School and Everett High School.

"Last year, more than 3,000 parents and students from elementary through high school participated in the three nights of our first, district-wide series of events," said Superintendent Dr. [Name].

Use the login you received in the mail.

If you have not received a letter, please make certain to contact your child's school.

You can change your initial password after your first time logging in through our Password Management feature.



# Monitor Student Attendance

Learning Management System (LMS)

<https://lms.everettsd.org>

Grades Attendance

Students

Student 1  
Student 2

Student Reports

Attendance Summary  
Grade Summary  
Teacher Email

Class Reports

Class:  
1(Y) Biology Honors  
Marking Period:  
Semester 1  
Report:  
Student Assignments  
Get Report ▶

Options

Home  
Print  
Email Subscriptions  
Learning Plan

Attendance Report

Larsen, Nikoline  
For September 07, 2011 January 27, 2012  
[Hide Schedule](#)

Student Schedule

Period	Course	Teacher	Add Date	Drop Date
1(Y)	Biology Honors	Sudkamp, A	2011-09-07	
2(Y)	French 1	Brule-Fellin, C	2011-09-07	
3(Y)	English 2 Honor	Peacocke, K	2011-09-07	
4(Y)	Symphonic Band	Vinther, M	2011-09-07	
5(Y)	Alg2 Trig Honor	Anderson, K	2011-09-07	
6(Y)	AP World Histor	Overstreet, B	2011-09-07	

[Hide Attendance Detail](#)

Detailed Attendance

Date	Biology Honors	French 1	English 2 Honor	Symphonic Band	Alg2 Trig Honor	AP World Histor
2011-09-07 Wed		Hour 3-TU Hour 4-TU				

[Hide Attendance Summary](#)

Attendance Summary

Type	Biology Honors	French 1	English 2 Honor	Symphonic Band	Alg2 Trig Honor	AP World Histor
Unexcused Absence						
Excused Absence						
School Absence						
Unexcused Tardy		2				
Excused Tardy						
Present						

[Show Attendance Code Legend](#)

This report was generated on Thursday, October 13, 2011 at 8:10 AM.



Questions?





Thank you.