The District Attendance Tracking Tool (K-5)

A Resource for Understanding Attendance Patterns in Early Elementary Grades

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In partnership with:

Attendance Works

Advancing Student Success By Reducing Chronic Absence

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PURPOSE OF THE TOOL:
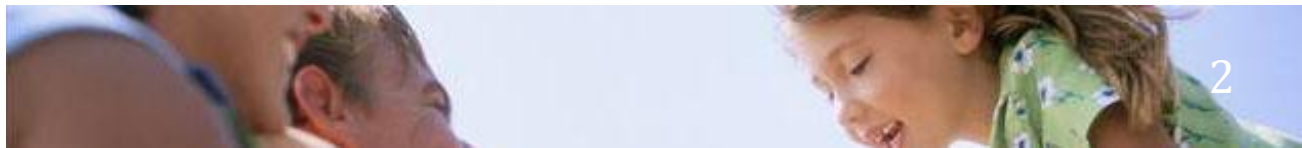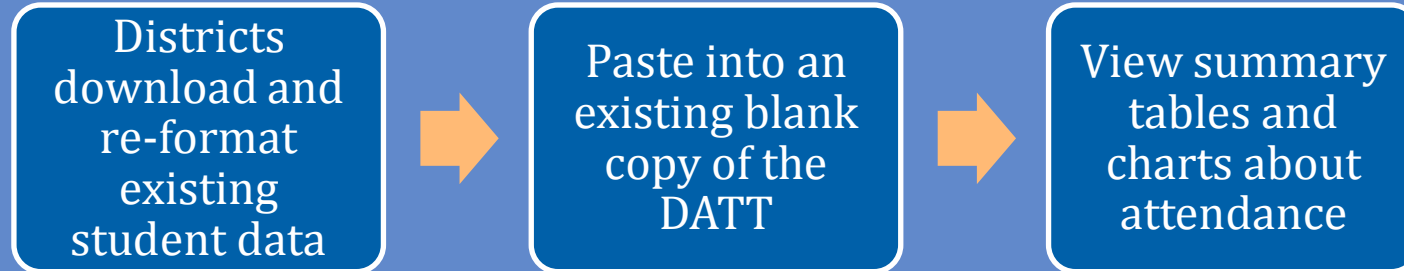
The District Attendance Tracking Tool (DATT) helps districts:

- Understand the chronic absence levels of students

- "Unpack" issues related to chronic absence – to identify the highest-need populations for whom future interventions should be targeted to improve overall attendance.

WHAT THE DATT IS... AND WHAT IT IS NOT (YET):

- An Excel document with embedded formulas, tables and charts that displays summaries of district-level trends in attendance.

- The process:

| Districts download and re-format existing student data	→	Paste into an existing blank copy of the DATT	→	View summary tables and charts about attendance

- The DATT focuses on kindergarten through fifth grade – for now.

- The DATT will have a companion tool – the School Attendance Tracking Tool (SATT)
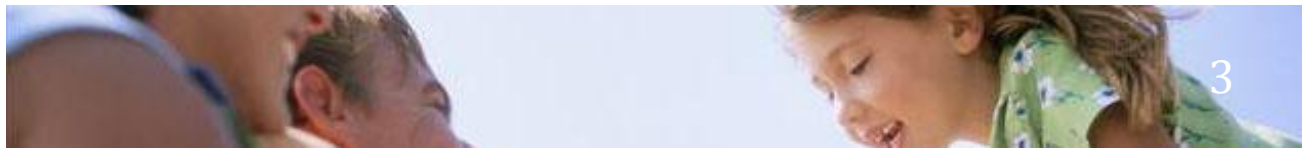
QUESTIONS THAT CAN BE ANSWERED WITH THE DATT:

- To what extent **is poor attendance a problem** in this district?
- What percentage of students in each **grade level** has chronic or severe chronic absence?
- What percentage of students from **different racial/ethnic backgrounds** has chronic or severe chronic absence?
- Are attendance problems equally likely for **boys versus girls**?
- Do **children with special needs** have higher rates of chronic or severe chronic absence than children without special needs?
- Are attendance problems equally likely for **English Learners** versus students proficient in English?
- Do students receiving **free/reduced lunch** have higher rates of chronic or severe chronic absence than other students?
- Are attendance patterns **changing over time**?
- **Which students in the district** need monitoring/ intervention?
- **Which schools in the district** have the highest rates of chronic absences?
- **Which schools are at risk** based on low third grade reading scores, prevalence of early chronic absence, and high levels of poverty?
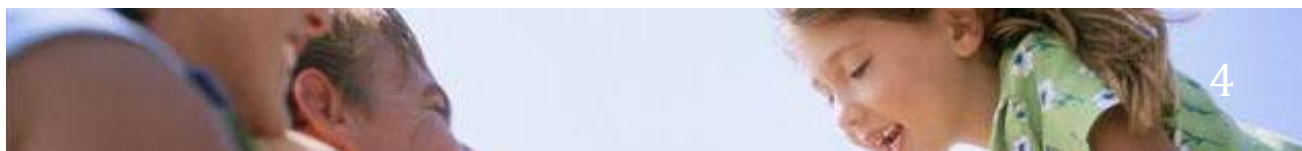
A QUICK OVERVIEW OF HOW IT WORKS...

- The following slides <u>briefly introduce</u> the tool … but an in-depth webinar in January will be devoted to:
    - Describing the process more thoroughly – including the step by step data preparation needs
    - Walking through each one of the tables and charts produced by the tool – and how they map onto key research questions about attendance
   - Introducing the school-level companion tool (the SATT)
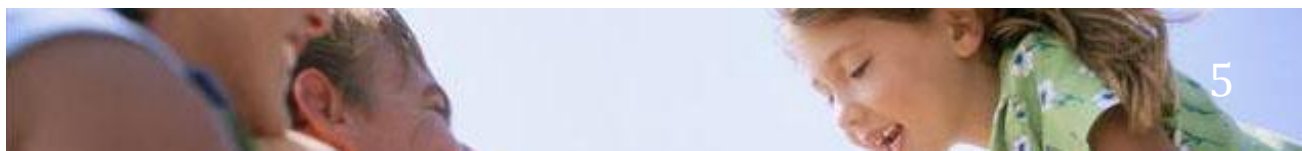
A designated district staff person (familiar with district data systems/ management) downloads, reformats, and copies & pastes SIS data into an Excel spreadsheet, using the DATT handbook's explicit step-by-step guidance:

ENTER TIME PERIOD COVERED BY DATA (EX: 2010-11 school year; or 9/10-6/11)

2010-11 School Year

Formatting requirements described here

Data pasted starting here

Child First Name	Child Middle name/initial	Child Last Name	School name	Grade in school (K-5)	Gender	Race/ethnicity	Child has IEP?	English Learner?	Free/ Reduced Lunch?	Total days present	Total days absent
(Paste all data starting here)			FORMAT: Must be exactly the same as how schools are listed in "List of Schools" spreadsheet	FORMAT: K = Kindergarten Use single-digit numbers for grades 1-5.	FORMAT: M = male F = female	FORMAT: HISPANIC/LATINO AFRICAN AMER WHITE ASIAN PAC ISL AMER IND/ALASK MULTI-RACE UNKNOWN	FORMAT: YES = Child has IEP NO = Child does not have IEP	FORMAT: YES = Child is EL NO = Child is not EL	FORMAT: YES = Child receives free/reduced lunch NO = Child does not receive	FORMAT: Insert number of days	FORMAT: Insert number of days
Z	A	C	school 1	k	M	ASIAN	NO	NO	YES	172	85
K	L	A	school 1	1	F	PAC ISL	YES	YES	NO	173	8
D	T	T	school 21	2	M	WHITE	NO	NO	YES	174	80
M	E	K	school 12	3	M	AMER IND/ALASK	NO	YES	NO	175	80
M	J	M	school 7	4	M	ASIAN	NO	NO	YES	176	100
M	E	E	school 8	5	M	HISPANIC/LATINO	NO	YES	NO	178	2
C	J	I	school 3	K	M	HISPANIC/LATINO	NO	NO	YES	174	6
S	M	Z	school 5	1	M	WHITE	NO	YES	NO	169	100
L	R	P	school 5	2	M	HISPANIC/LATINO	NO	NO	YES	177	100
J	D	S	school 16	3	M	WHITE	NO	YES	NO	153	27
N	C	B	school 12	4	M	HISPANIC/LATINO	NO	NO	YES	177	3
T	A	D	school 12	5	M	HISPANIC/LATINO	NO	YES	NO	177	3
Y	A	J	school 6	K	M	WHITE	YES	NO	YES	170	10
D	A	E	school 12	1	M	MULTI-RACE	NO	YES	NO	176	4
T	J	D	school 7	2	F	WHITE	YES	NO	YES	179	1
J	J	D	school 22	3	M	UNKNOWN	NO	YES	NO	174	6
M	A	J	school 27	4	M	HISPANIC/LATINO	NO	NO	YES	119	61
Y	M	S	school 7	5	M	WHITE	YES	YES	NO	141	39
R	D	A	school 16	5	M	HISPANIC/LATINO	NO	NO	YES	180	0
M	P	L	school 1	5	M	HISPANIC/LATINO	YES	YES	NO	169	11
M	H	T	school 1	5	M	WHITE	NO	NO	YES	174	6

Once the student information is pasted in,
a series of worksheets are automatically produced
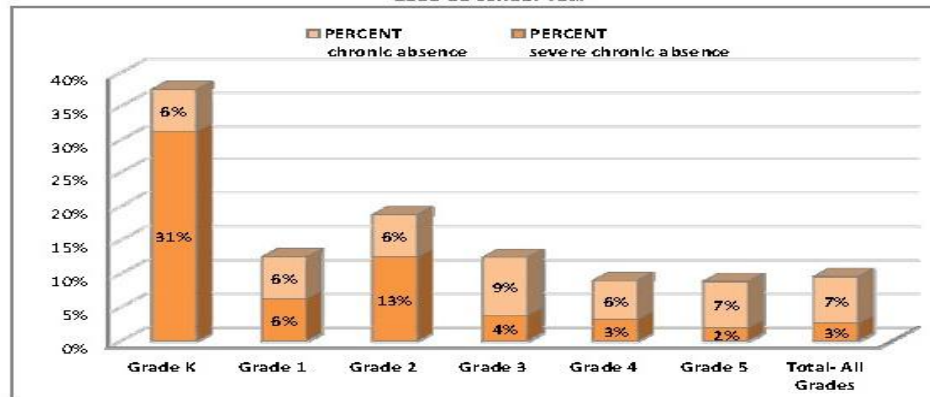to answer each research question

For example…
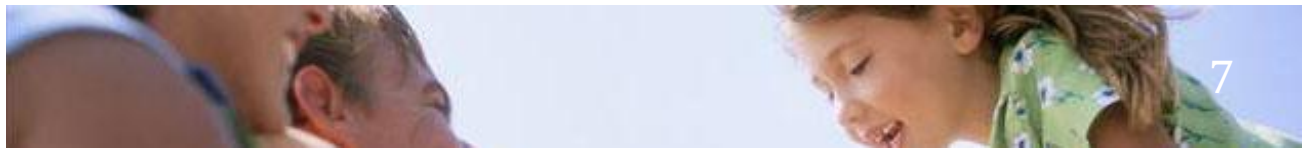
What percentage of students in each grade level has chronic or severe chronic absence?

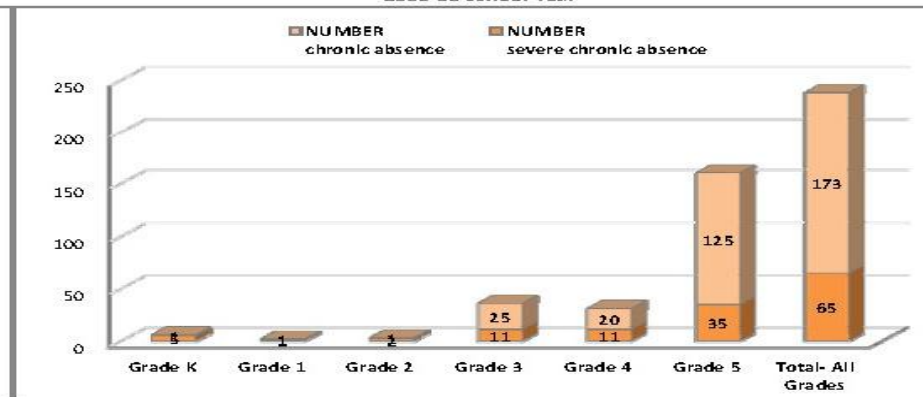| GRADE	NUMBER severe chronic absence	PERCENT severe chronic absence	NUMBER chronic absence	PERCENT chronic absence	NUMBER ALL chronic absence (severe + chronic)	PERCENT ALL chronic absence (severe + chronic)	NUMBER at-risk attendance	PERCENT at-risk attendance	NUMBER satisfactory attendance	PERCENT Satisfactory Attendance	Total students
Grade K	5	31%	1	6%	6	38%	5	31%	5	31%	16
Grade 1	1	6%	1	6%	2	13%	4	25%	10	63%	16
Grade 2	2	13%	1	6%	3	19%	0	0%	13	81%	16
Grade 3	11	4%	25	9%	36	12%	55	19%	199	69%	290
Grade 4	11	3%	20	6%	31	9%	85	25%	229	66%	345
Grade 5	35	2%	125	7%	160	9%	490	27%	1,162	64%	1812
Total- All Grades	65	3%	173	7%	238	10%	639	26%	1,618	65%	2495

What percentage of students in each grade level (and overall) have chronic or severe chronic absence?
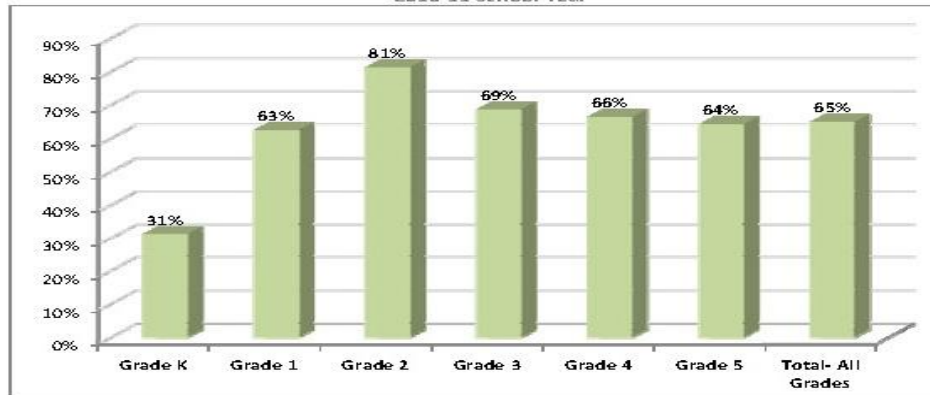2010–11 School Year

How many students in each grade level (and overall) have chronic or severe chronic absence?
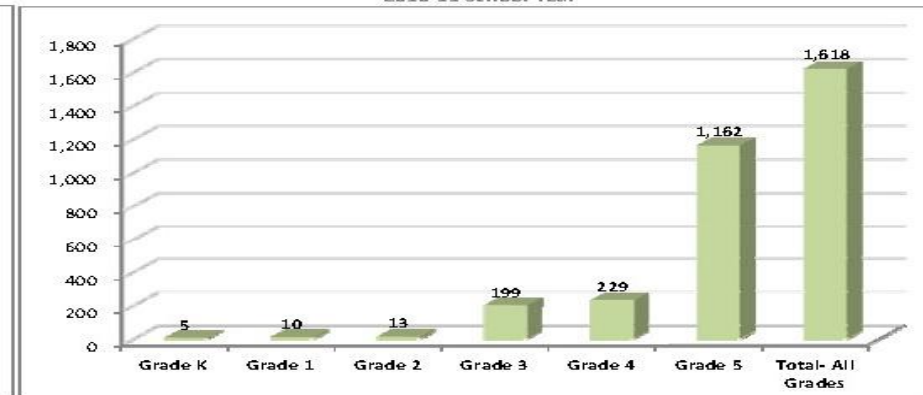2010–11 School Year

What percentage of students in each grade level (and overall) have satisfactory attendance?
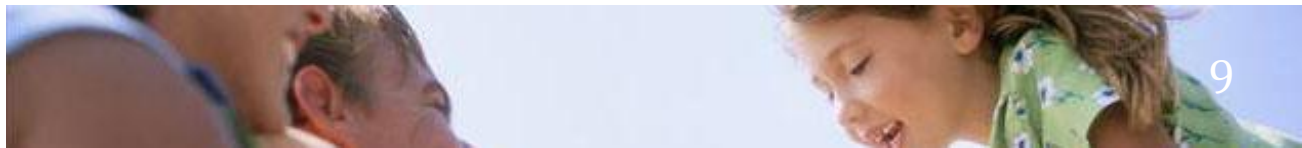2010–11 School Year

How many students in each grade level (and overall) have satisfactory attendance?
2010–11 School Year

Similarly-formatted worksheets are produced for:

- – Absences for students from different **racial/ethnic backgrounds**
- – Absences for **boys versus girls**

Do students receiving free/reduced lunch have higher rates of chronic or severe chronic absence than other students?

FREE/REDUCED LUNCH STATUS	NUMBER severe chronic absence	PERCENT severe chronic absence	NUMBER chronic absence	PERCENT chronic absence	NUMBER ALL chronic absence (severe + chronic)	PERCENT ALL chronic absence (severe + chronic)	NUMBER at-risk attendance	PERCENT at-risk attendance	NUMBER satisfactory attendance	PERCENT satisfactory attendance	Total students
Has free/reduced lunch	31	2%	180	10%	211	11%	504	27%	1171	62%	1886
Does not have free/reduced lunch	11	1%	119	6%	130	6%	459	22%	1539	72%	2128
ALL STUDENTS	42	1%	299	7%	341	8%	963	24%	2710	68%	4014

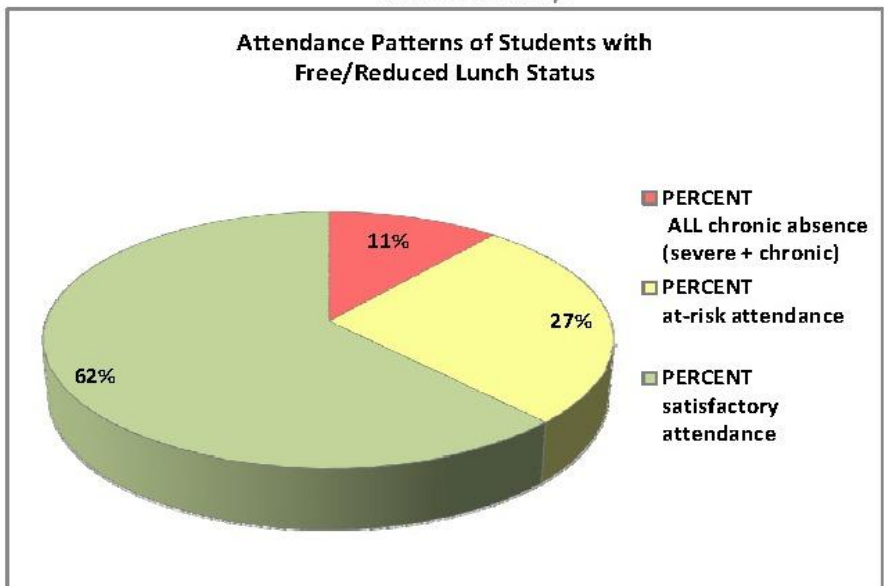## Do students with free/reduced lunch status have higher rates of chronic or severe chronic absence?

2010-11 school yr
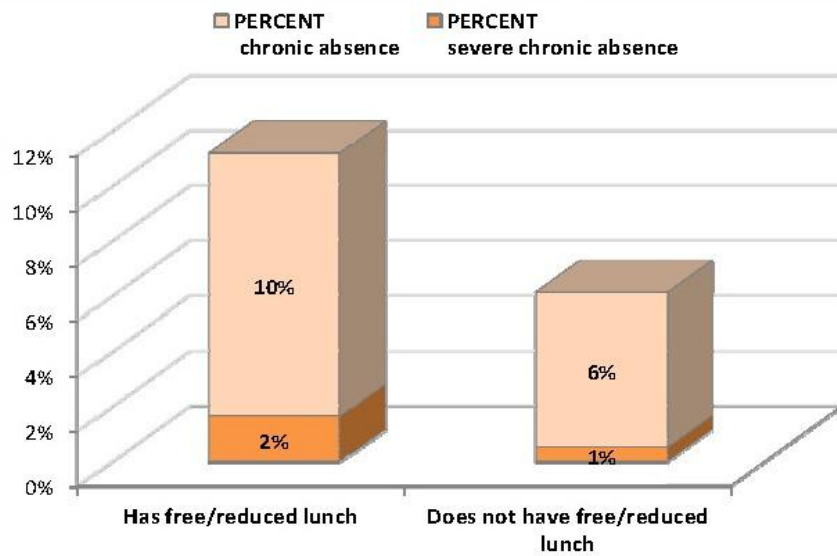
What are the attendance patterns of district students with Free/Reduced Lunch status?

2010-11 school yr

Similarly-formatted worksheets are produced for:

- Absences for **English Learners vs those proficient in English**

- Absences for **students with vs without special needs**

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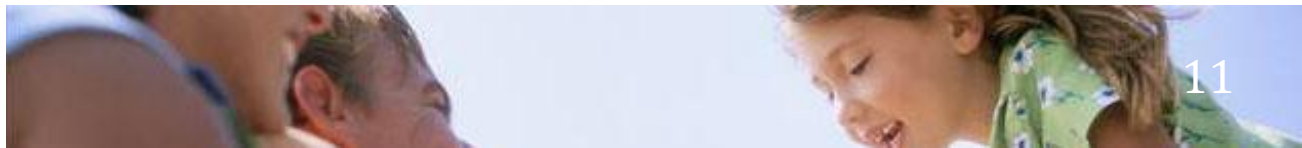
Are attendance patterns changing over time? If so, what are the trends over time for different grade levels?

Percentage of Students with Chronic or Severe Chronic Absence Over Time, by Grade Level
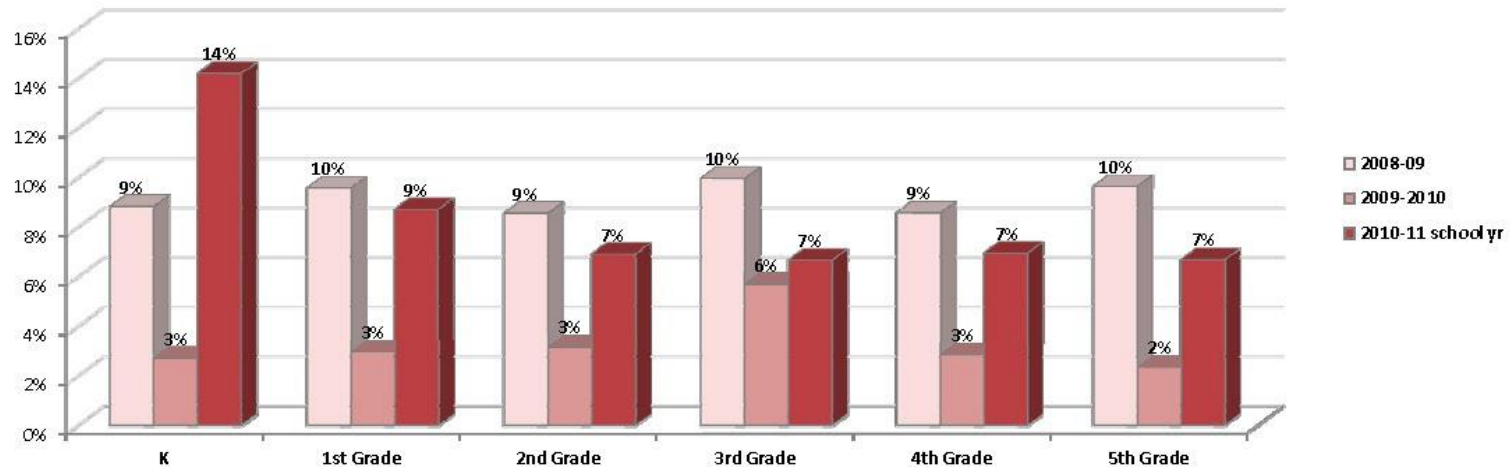
Percentage of Students with Satisfactory Attendance Over Time, by Grade Level

Which schools in the district have the highest rates of chronic absences?

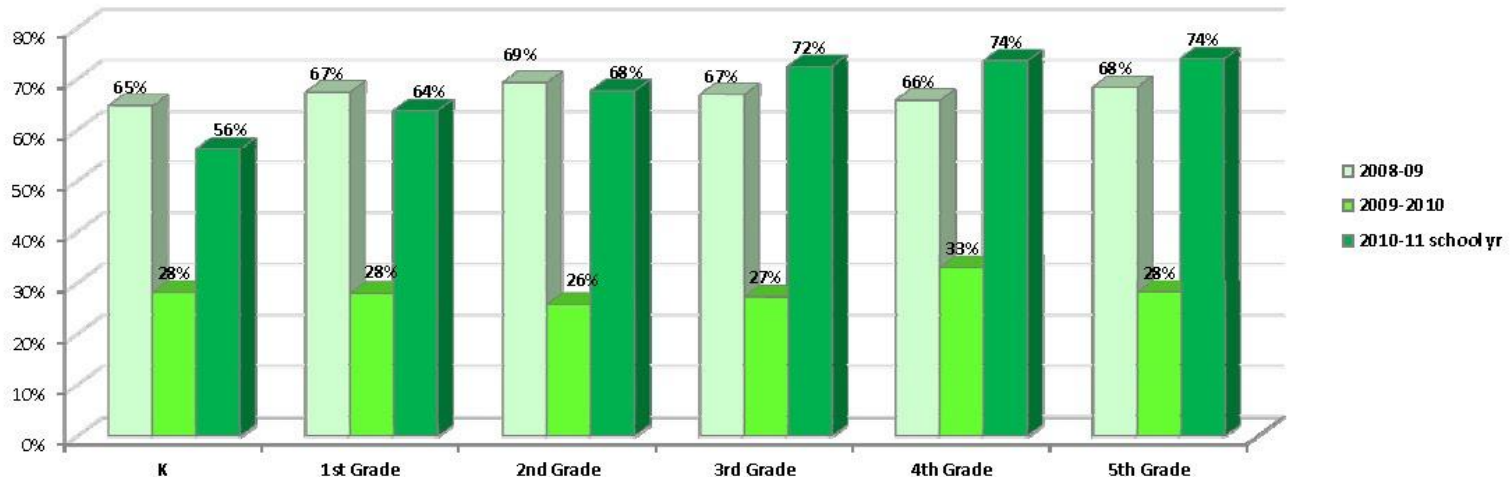| School Name	Average Daily Attendance (ADA)	NUMBER severe chronic absence	PERCENT severe chronic absence	NUMBER chronic absence	PERCENT chronic absence	NUMBER ALL chronic absence (severe + chronic)	PERCENT ALL Chronic absence (severe + chronic)	NUMBER at risk attendance	PERCENT at risk attendance	NUMBER satisfactory attendance	PERCENT satisfactory attendance	Total Number of Students in the School
school 1	95.8%	1	1.1%	0	0.0%	1	1.1%	35	40.2%	51	58.6%	87
School 2	95.4%	0	0.0%	5	5.9%	5	5.9%	15	17.6%	65	76.5%	85
School 3	94.8%	0	0.0%	0	0.0%	0	0.0%	15	50.0%	15	50.0%	30
School 4	94.7%	0	0.0%	5	11.1%	5	11.1%	20	44.4%	20	44.4%	45
School 5	96.1%	2	1.0%	5	2.6%	7	3.6%	39	20.0%	149	76.4%	195
School 6	93.8%	5	5.0%	25	25.0%	30	30.0%	20	20.0%	50	50.0%	100
School 7	91.1%	20	14.9%	10	7.5%	30	22.4%	50	37.3%	54	40.3%	134
School 8	98.0%	0	0.0%	0	0.0%	0	0.0%	5	11.1%	40	88.9%	45
School 9	89.7%	5	7.1%	15	21.4%	20	28.6%	25	35.7%	25	35.7%	70
School 10	96.2%	0	0.0%	0	0.0%	0	0.0%	15	33.3%	30	66.7%	45
School 11	95.2%	0	0.0%	0	0.0%	0	0.0%	45	47.4%	50	52.6%	95
School 12	96.3%	6	3.8%	5	3.1%	11	6.9%	25	15.6%	124	77.5%	160
School 13	96.7%	0	0.0%	6	4.8%	6	4.8%	25	20.0%	94	75.2%	125
School 14	94.7%	0	0.0%	12	16.2%	12	16.2%	10	13.5%	52	70.3%	74
School 15	98.5%	0	0.0%	0	0.0%	0	0.0%	5	8.3%	55	91.7%	60
School 16	96.9%	0	0.0%	5	4.8%	5	4.8%	20	19.0%	80	76.2%	105
School 17	97.4%	0	0.0%	0	0.0%	0	0.0%	5	14.3%	30	85.7%	35
School 18	97.0%	0	0.0%	0	0.0%	0	0.0%	5	12.5%	35	87.5%	40
School 19	96.6%	0	0.0%	0	0.0%	0	0.0%	10	15.4%	55	84.6%	65
School 20	95.2%	0	0.0%	0	0.0%	0	0.0%	35	43.8%	45	56.3%	80
School 21	96.2%	1	1.0%	5	5.0%	6	6.0%	20	20.0%	74	74.0%	100
School 22	95.5%	0	0.0%	5	4.2%	5	4.2%	40	33.3%	75	62.5%	120
School 23	89.1%	15	14.3%	30	28.6%	45	42.9%	25	23.8%	35	33.3%	105
School 24	93.4%	5	5.9%	10	11.8%	15	17.6%	30	35.3%	40	47.1%	85
School 25	95.1%	0	0.0%	10	11.8%	10	11.8%	20	23.5%	55	64.7%	85
School 26	95.2%	0	0.0%	15	6.7%	15	6.7%	55	24.4%	155	68.9%	225
School 27	94.1%	5	5.0%	5	5.0%	10	10.0%	25	25.0%	65	65.0%	100

Which schools are at risk based on low third grade reading scores, prevalence of early chronic absence, and high levels of poverty?

School Name	Current % of 3rd graders at grade level on ELA	Percent of KINDERGARTEN students with chronic absence (10% or more)	Percent of FIRST GRADE students with chronic absence (10% or more)	Percent of students receiving FREE/REDUCED lunch
school 1	32%	50.0%	0.0%	8.0%
School 2	55%	NA	0.0%	10.6%
School 3	68%	0.0%	NA	13.3%
School 4	82%	NA	0.0%	11.1%
School 5	78%	0.0%	25.0%	9.7%
School 6	62%	0.0%	NA	12.0%
School 7	55%	83.3%	NA	9.0%
School 8	83%	NA	NA	17.8%
School 9	66%	0.0%	NA	7.1%
School 10	48%	NA	NA	8.9%
School 11	33%	NA	NA	10.5%
School 12	87%	0.0%	0.0%	12.5%
School 13	90%	0.0%	0.0%	12.8%
School 14	55%	100.0%	20.0%	13.5%
School 15	68%	NA	0.0%	8.3%
School 16	60%	NA	0.0%	11.4%
School 17	78%	0.0%	0.0%	8.6%
School 18	62%	NA	0.0%	12.5%
School 19	55%	0.0%	NA	12.3%
School 20	83%	NA	0.0%	10.0%
School 21	66%	0.0%	NA	13.0%
School 22	48%	NA	0.0%	10.0%
School 23	33%	0.0%	NA	12.4%
School 24	87%	0.0%	NA	10.6%
School 25	33%	0.0%	0.0%	11.8%
School 26	47%	NA	NA	11.6%
School 27	90%	NA	NA	11.0%