



PORT ORFORD-LANGLAIS SCHOOL DISTRICT 2CJ

AARON MILLER, SUPERINTENDENT

District Office
45525 HWY 101
Sixes, OR 97476

District Mailing Address
P.O. Box 8
Port Orford, OR 97465

September 10, 2024

Importance of Attending School

Dear Families,

It is hard to believe we are at the start of another school year. We have had a very busy summer preparing for your students and we have already had lots of great things happening at Driftwood Elementary and Pacific High School. We look forward to partnering with you for your student's success!

One important part of each family's responsibilities is to help ensure your student is here on time, and attends school each and every day. The power of attending and being involved is critical to their success. Thank you in advance for your help!

Regularly attending school helps develop good punctuality habits, and causes less disruptions to the learning environment for other students and staff in a classroom. Students that are on time miss fewer days of school, participate in a greater number of school activities, build connections with their peers more easily, set the stage for learning and reaching their potential each and every class period, and are more successful in their future occupations. Please work with us to help your child be successful by having them here, and on time, each and every day.

Students may arrive early 30 minutes early for breakfast, with school starting promptly at 8:15 a.m. at both Driftwood Elementary and at Pacific High School

If, and when, needed the following communication system will be used to help reduce student absences:

Step 1 - All families receive this letter, "Importance of Attending School."

Step 2 - Yellow Level (Targeted Intervention):

- Each week the **School Counselor** will monitor ALL K-12 students' attendance.
- When a student reaches chronic (10%) absenteeism (e.g. 4 days absent on or before October 31, 2024 or 10% of school days at any time of year), the **School Counselor** will:
 - o contact families by phone to determine the reason for the absences, and to discuss the importance of attendance, their child's level of chronic absenteeism, any supports the school might be able to provide to help improve the situation and get the student attending school regularly, as needed.
 - o Send "**Attendance Notice – 1st Letter**" to the family documenting the conversation.

Step 3 - Red Level (Strategic Intervention):

- Each week the School Counselor will monitor ALL K-12 students' attendance.
 - o The School Counselor will also:
 - Notify the Vice Principal if a student continues their chronically absent pattern, and reaches 8 or more absences.

2CJ.COM

TEL: (541) 348-2455

FAX: (541) 348-2228



PORT ORFORD-LANGLAIS SCHOOL DISTRICT 2CJ

AARON MILLER, SUPERINTENDENT

District Office
45525 HWY 101
Sixes, OR 97476

District Mailing Address
P.O. Box 8
Port Orford, OR 97465

- o The Vice Principal will:
 - Make a “second” call to the family of each student with 8 or more absences, discuss barriers and options further, and share the consequences of continued absenteeism.
 - Develop a plan for compliance with the family/student.
 - Send home Attendance Notice – 2nd Letter.

Step Four - Red Level (Individualized Intervention):

- Each week the School Counselor will monitor ALL K-12 students’ attendance.
 - o The School Counselor will also:
 - Follow Step Two for any new students reaching 10% days absent.
 - Work to call each family and/or send them a letter noting the positive improvement of a student who has received a prior Attendance Notice letter.
 - Notify the Vice Principal if a student continues their chronically absent pattern, and reaches 8 or more absences.
 - Notify the Principal if a student continues their chronically absent pattern, and reaches 12 or more absences.
 - o The Vice Principal will:
 - Make a “second” call to the family of each student with 8 or more absences, discuss barriers and options further, and share the consequences of continued absenteeism.
 - Send home Attendance Notice – 2nd Letter.
 - o The Principal will:
 - Make a “third” call to the family of each student with 12 or more absences, discuss barriers and options further, and share the consequences of continued absenteeism.
 - Send home Attendance Notice: Truancy Meeting Required letter, and set a meeting with the family, school and local truancy authorities.
 - Develop a plan with incentives and consequences to get the student attending school.

Thank you for your help and support in maintaining and building upon the positive learning environments at both Driftwood and Pacific, by having your child attend school regularly!

Sincerely,

Aaron Miller
Superintendent