

More About Absence Response Actions

QUICKLINKS

SEND INFORMATION LETTER	SCHEDULE ATTENDANCE CONFERENCE	TAKE DATA-INFORMED STEPS
INFORM VIA LETTER OR PHONE	CONVENE IEP/504 TEAM	ENTER INTO AGREEMENT
REFER STUDENT TO COMMUNITY ENGAGEMENT BOARD	SCHEDULE AND COMPLETE WARNS ASSESSMENT	FILE TRUANCY PETITION
GENERATE AD HOC LETTER		ALL ABSENCE ACTIONS NEEDED

SEND INFORMATION LETTER [\(Back to Quicklinks\)](#)

SECRETARY
Send Information Letter
Students at Tahoma Senior High School

Absence Response Secretary Send Information Letter (2652 records) Filtered

Student	Grade Level	Age	Home Language	Required Action	Action Status	Information Letter	Email Status
Poulin*, Zamari	9th Grade	14	English	Information Letter	Action Required		
Dasalla*, Laci	9th Grade	15	English	Information Letter	Action Required		
Englar*, Teran	9th Grade	15	English	Information Letter	Action Required		
Bongard*, Mallorie	9th Grade	14	English	Information Letter	Action Required		
Parr*, Randolph	9th Grade	14	English	Information Letter	Action Required		
Rath*, Davidson	9th Grade	14	English	Information Letter	Action Required		
Hawley*, Jorge	9th Grade	15	English	Information Letter	Action Required		

Row Actions & Options

- Print Information Letter
- Print and Complete Information Letter
- Generate and Email Parent Information Letter
- Complete Information Letter
- Suppress Information Letter

Column

- Student Name
- Required Action
- Action Status
- Information Letter
- Email Status

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Print Information Letter
- Print and Complete Information Letter
- Generate and Email Parent Information Letter
- Complete Information Letter
- Suppress Information Letter

Dear Parent/Guardian of Semina WU,

This year, Tahoma Senior High School is making a special effort to ensure that all students fully benefit from their education by attending school regularly. Attending school regularly helps children feel better about school - and themselves. Your student can start building this habit in preschool so they learn right away that going to school on time, every day, is important. Consistent attendance will help children do well in high school, college, and at work.

DID YOU KNOW?

- Starting in kindergarten, too many absences (excused and unexcused) can cause children to fall behind in school.
- Missing 10 percent (or about 18 days) increases the chance that your student will not read or master math at the same level as their peers.
- Students can still fall behind if they miss just a day or two every few weeks.
- Being late to school may lead to poor attendance.
- Absences can affect the whole classroom if the teacher has to slow down learning to help children catch up.
- By 8th grade, absenteeism is one of three signs that a student may drop out of high school.
- By being present at school, your child learns valuable social skills and has the opportunity to develop meaningful relationships with other students and school staff.
- Absences can be a sign that a student is being interested in school, struggling with school work, dealing with a bully or facing some other potentially serious difficulty.
- By 9th grade, regular and high attendance is a better predictor of graduation rates than 8th grade test scores.

WHAT WE NEED FROM YOU

We miss your student when they are gone and we value their contributions to our school. We would like you to help ensure that Semina attends regularly and is successful in school. If Semina is going to be absent, please contact (425)413-6200.

OUR PROMISE TO YOU

We know that there are a wide variety of reasons that students are absent from school, from health concerns to transportation challenges. There are many people in our building prepared to help you if you or Semina face challenges in getting to school regularly or on time. We promise to track attendance daily, to notice when your student is missing from class, communicate with you to understand why they were absent, and to identify barriers and supports available to overcome challenges you may face in helping Semina attend school.

SCHOOL POLICIES AND STATE LAWS

It is important that you understand our school policies and procedures, as well as Washington State Law, to ensure Samuel is successful in school. State law for mandatory attendance, called the Becca Bill, requires children from age 8 to 17 to attend a public school, private school, or a district-approved home school program. Children that are 6- or 7-years-old are not required to be enrolled in school. However, if parents enroll their 6- or 7-year-old, the student must attend full-time. Youth who are 16 or older may be excused from attending public school if they meet certain requirements.

<http://apps.leg.wa.gov/rcw/default.aspx?cite=28A.225> (<http://apps.leg.wa.gov/rcw/default.aspx?cite=28A.225>)

We, the school, are required to take daily attendance and notify you when your student has an unexcused absence.

If your student has two unexcused absences in one month, state law (RCW 28A.225.020) requires we schedule a conference with you and your student to identify the barriers and supports available to ensure regular attendance. The district is obligated to develop a plan that may require an assessment to determine how to best meet the needs of Samuel and reduce absenteeism.

In elementary school after five excused absences in any month, or ten or more excused absences in the school year, the school district is required to contact you to schedule a conference at a mutually agreeable, reasonable time with at least one district employee, to identify the barriers and supports available to you and your student. A conference is not required if your student has provided a doctor's note, or pre-arranged the absence in writing, and the parent, student and school have made plans so your student does not fall behind academically. If your student has an Individualized Education Plan or a 504 Plan the team that created the plan needs to reconvene.

If your student has seven unexcused absences in any month or ten unexcused absences within the school year, we are required to file a petition with the Juvenile court, alleging a violation of RCW 26A.225.010, the mandatory attendance laws. The petition may be automatically stayed and your student and family may be referred to a Community Truancy Board, or you and your student may need to appear in Juvenile Court. If your student continues to be truant you may need to go to court.

WHAT YOU CAN DO

- Set a regular bed time and morning routine.
- Prepare for school the night before, finishing homework and getting a good night's sleep.
- Find out what day school starts and make sure your child has the required immunizations.
- Don't let your student stay home unless they are truly sick. Keep in mind complaints of a stomach ache or headache can be a sign of anxiety and not a reason to stay home.
- Avoid appointments and extended trips when school is in session.
- Develop back-up plans for getting to school if something comes up. Call on a family member, a neighbor, or another parent.
- Keep track of your student's attendance. Missing more than 9 days could put your student at risk of falling behind.
- Talk to your student about the importance of attendance.
- Talk to your student's teachers if you notice sudden changes in behavior. These could be tied to something going on at school.
- Encourage meaningful after school activities, including sports and clubs.

Sincerely,

Tianna Partna*, Dane Mathew*
Principal(s)

Your signature below indicates that you have read and understand the attendance policies and procedures in Tahoma Senior High School.

Parent / Guardian _____ Date _____

INFORM VIA LETTER OR PHONE [\(Back to Quicklinks\)](#)

SECRETARY
Inform via Letter or Phone
Students at Tahoma Senior High School

Absence Response Secretary Inform by Letter or Phone (884 records) Filtered

Student	Grade Level	Age	Home Lan	Attendance Condition	Required Action	Action Status	Unexcused Notification	Email Notification
Chapin*, Cyntillia	12th Grade	17	English	1 unexcused Absence	Unexcused Notification	⚠		
Jose*, Tomasz	11th Grade	16	English	1 unexcused Absence	Unexcused Notification	⚠		
Raco*, Karmyle	11th Grade	16	English	1 unexcused Absence	Unexcused Notification	⚠		
Padmavilason*, Serina	12th Grade	17	English	1 unexcused Absence	Unexcused Notification	⚠		
Banuelos Gonzalez*, ...	12th Grade	17	English	1 unexcused Absence	Unexcused Notification	⚠		
Keddington*, Whisper	11th Grade	16	English	1 unexcused Absence	Unexcused Notification	⚠		
Houghton*, Lucille	11th Grade	17	Korean	1 unexcused Absence	Unexcused Notification	⚠		
Kruh*, Devontae	10th Grade	16	PUNJABI	1 unexcused Absence	Unexcused Notification	⚠		
Denby-Stewart*, Urban	11th Grade	17	English	1 unexcused Absence	Unexcused Notification	⚠		
Davalos*, Arienne	12th Grade	18	English	1 unexcused Absence	Unexcused Notification	⚠		
Star*, Dajia	10th Grade	15	English	1 unexcused Absence	Unexcused Notification	⚠		

Row Actions & Options

- Print PDF Unexcused Notification
- Print PDF & Complete Unexcused Notification
- Email Parent Unexcused Notification
- Email Parent & Complete Unexcused Notification
- RoboCall Parent Unexcused Notification
- RoboCall Parent & Complete Unexcused Notification
- Text Parent Unexcused Notification
- Text Parent & Complete Unexcused Notification
- Complete Action Unexcused Notification
- Suppress Unexcused Notification

<p>Column</p> <ul style="list-style-type: none"> Student Name Attendance Action Action Status Unexcused Notification Email Notification Status <p>Optional Columns to add: Grade, Age, Home Language</p>	<p>Row Actions and Options</p> <ul style="list-style-type: none"> Print PDF Unexcused Notification Print PDF & Complete Unexcused Notification Email Parent Unexcused Notification Email Parent & Complete Unexcused Notification RoboCall Parent Unexcused Notification RoboCall Parent & Complete Unexcused Notification Text Parent Unexcused Notification Text Parent & Complete Unexcused Notification Complete Action Unexcused Notification Suppress Unexcused Notification
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Date: 03/07/2023

Dear Parent/Guardian of Trysta Buxton:

This letter is to notify you that Trysta now has 6.75 unexcused absences. Please review the attendance detail for that is at the end of this letter. It is the philosophy of the School Data Solutions School District that attendance is essential for students to receive the full benefit of their education. Chronic absence (missing 18 or more days in a school year) drastically reduces a student's chance of receiving such benefits.

In an effort to support early intervention for students, RCW 28A.225.020 requires districts to take data-informed steps to eliminate or reduce student absences. At 1 unexcused absence, School Data Solutions School District uses this letter to ensure parents know their child is accumulating unexcused absences and to schedule a conference with you and your student to identify the barriers and supports available to ensure regular school attendance. The State's compulsory attendance law, RCW 28A.225.010, mandates that children who are enrolled at school or whose ages are between 8 and 18 must attend public, private, or home school unless otherwise excused by the district. **To ensure that School Data Solutions School District is complying with this law, we are asking you to please contact us immediately to arrange for a conference so an attendance contract may be developed.** Hopefully, we can end this pattern of truancy and develop a solution to the problem.

Should your student accumulate not later than 7 unexcused absences in a month, or after 7 unexcused absences in a month and not later than 15 cumulative unexcused absences in a school year, the school district will refer the student and parents to our Community Truancy Board. If attendance is not improved a petition will be filed with the County Juvenile Court.

Thank you for your prompt attention to this very important matter.

Sincerely,

Tianna Partna*
Principal
Tahoma Senior High School
(425)413-6200

SCHEDULE ATTENDANCE CONFERENCE [\(Back to Quicklinks\)](#)

SECRETARY
Schedule Attendance Conference
Students at Tahoma Senior High School

Absence Response Secretary Schedule Attendance Conference (268 records) Filtered

Student	Grade Level	Age	Home Language	Attendance Condition	Required Action	Action Status
Gowan*, Carissa	11th Grade	17	English	3 unexcused absences within any month	Parent/Guardian Conference	Action Required
Storrs*, Yeng	12th Grade	17	English	3 unexcused absences within any month	Parent/Guardian Conference	
Desa*, Xavier	12th Grade	18	English	3 unexcused absences within any month	Parent/Guardian Conference	
Estes-Thieme*, Nellie	12th Grade	23	English	3 unexcused absences within any month	Parent/Guardian Conference	
Happe*, Ivan	12th Grade	18	English	3 unexcused absences within any month	Parent/Guardian Conference	
Schlecht*, Stormy	11th Grade	16	Spanish	3 unexcused absences within any month	Parent/Guardian Conference	

Row Actions & Options

- Schedule & Record Attendance Conference
- Complete Attendance Conference
- Suppress Attendance Conference

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Schedule & Record Attendance Conference
- Complete Attendance Conference
- Suppress Attendance Conference

CONVENE IEP/504 TEAM [\(Back to Quicklinks\)](#)

SECRETARY
Convene IEP/504 Team
Students at Tahoma Senior High School

Absence Response Secretary Schedule Attendance Conference w/504 or IEP Team (54 records) Filtered

Student	Grade Level	Age	Home Language	Attendance Condition	Required Action	Action Status
Happe*, Ivan	12th Grade	18	English	Between 2 and 7 unexcused cumulative ...	Convene IEP/504 Team	Action Required
Stratton*, Andrea	11th Grade	16	English	Between 2 and 7 unexcused cumulative ...	Convene IEP/504 Team	
Whitnell*, Reyes	12th Grade	17	English	Between 2 and 7 unexcused cumulative ...	Convene IEP/504 Team	
Pruitt*, Bobby	11th Grade	18	English	Between 2 and 7 unexcused cumulative ...	Convene IEP/504 Team	
Kelland*, Wayne	11th Grade	17	English	Between 2 and 7 unexcused cumulative ...	Convene IEP/504 Team	
Beuntemeier*, Nikolas	10th Grade	16	English	Between 2 and 7 unexcused cumulative ...	Convene IEP/504 Team	

Row Actions & Options

- Schedule & Record Conference with IEP/504 Team
- Complete Conference with IEP/504 Team
- Suppress Conference with IEP/504 Team

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- View Recorded Conference with IEP/504 Team
- Complete Conference with IEP/504 Team
- Suppress Conference with IEP/504 Team

TAKE-DATA INFORMED STEPS [\(Back to Quicklinks\)](#)

SECRETARY
Take Data Informed Steps
Students at Tahoma Senior High School

Absence Response Secretary Take Data Informed Steps (301 records) Filtered

Student	Attendance Condition	Required Action	Action Status	Data Informed Steps (Success Plans)
Gowan*, Carlisa	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	
Stoms*, Yeng	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	View Plan
Desai*, Xavier	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	View Plan
Giesse*, Noreen	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	
Happe*, Ivan	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	View Plan
Schlecht*, Stormy	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	
Ledford*, Georgette	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	
Breneman*, Rock	Between 2 and 7 unexcused cumulative ...	Data-Informed Steps	Action Required	

Row Actions & Options

- Create Data Informed Steps Plan
- Complete Data Informed Steps (Success Plan)
- Suppress Data Informed Steps (Success Plan)

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status
- Data Informed Steps (Success Plans)

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Create Data Informed Steps Plan
- Complete Data Informed Steps (Success Plan)
- Suppress Data Informed Steps (Success Plan)

SCHEDULE AND COMPLETE WARNS ASSESSMENT [\(Back to Quicklinks\)](#)

SECRETARY

Schedule and Complete WARNS Assessment

Students at Tahoma Senior High School

Absence Response Secretary Schedule And Complete Warns Assessment (302 records) Filtered

Student	Grade Level	Age	Home Language	Attendance Condition	Required Action	Action Status
Babbel*, Marquice	12th Grade	18	English	Between 2 and 7 unexcused cumulative absences...	Apply WARNS	⚠️
Rosling*, Vernon	12th Grade	18	English	Between 2 and 7 unexcused cumulative absences...	Apply WARNS	⚠️
Gowan*, Carissa	11th Grade	17	English	Between 2 and 7 unexcused cumulative absences...	Apply WARNS	⚠️
Storrs*, Yeng	12th Grade	17	English	Between 2 and 7 unexcused cumulative absences...	Apply WARNS	⚠️
Desa*, Xavier	12th Grade	18	English	Between 2 and 7 unexcused cumulative absences...	Apply WARNS	⚠️
Giese*, Noreen	12th Grade	17	English	Between 2 and 7 unexcused cumulative absences...	Apply WARNS	⚠️

Row Actions & Options

- Schedule WARNS Assessment
- Complete WARNS Assessment
- Suppress WARNS Assessment

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Schedule WARNS Assessment
- Complete WARNS Assessment
- Suppress WARNS Assessment

ENTER INTO AGREEMENT [\(Back to Quicklinks\)](#)

SECRETARY

Enter into Agreement

Students at Tahoma Senior High School

Absence Response Secretary Enter Into Agreement (122 records) Filtered

Student	Grade Level	Age	Home Language	Attendance Condition	Required Action	Action Status	Attendance Contract Plan
Babbel*, Marquice	12th Grade	18	English	Not later than 7 unexcuse...	Attendance Agreement	⚠️	
Storrs*, Yeng	12th Grade	17	English	Not later than 7 unexcuse...	Attendance Agreement	⚠️	
Desa*, Xavier	12th Grade	18	English	Not later than 7 unexcuse...	Attendance Agreement	⚠️	
Happe*, Ivan	12th Grade	18	English	Not later than 7 unexcuse...	Attendance Agreement	⚠️	
Venefra*, Raevyn	12th Grade	18	English	Not later than 7 unexcuse...	Attendance Agreement	⚠️	
Raruch*, Melindy	12th Grade	18	English	Not later than 7 unexcuse...	Attendance Agreement	⚠️	

Row Actions & Options

- Create Agreement (Attendance Contract)
- Complete Agreement (Attendance Contract)
- Suppress Agreement (Attendance Contract)

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status
- Attendance Contract Plan

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Create agreement (Attendance Contract)
- Complete Agreement (Attendance Contract)
- Suppress Agreement (Attendance Contract)

REFER STUDENT TO COMMUNITY ENGAGEMENT BOARD [\(Back to Quicklinks\)](#)

SECRETARY

Refer Student to Community Engagement Board

Students at Tahoma Senior High School

Absence Response Secretary Refer Student Community Engagement Board (124 records) Filtered

Student	Grade Level	Age	Home Language	Attendance Condition	Required Action	Action Status	Community Engagement Board F
Babbel*, Marquice	12th Grade	18	English	Not later than 7 unexcused abse...	Refer to a CEB	Action Require	
Rosling*, Vernon	12th Grade	18	English	Not later than 15 cumulative une...	Refer to a CEB		
Storrs*, Yeng	12th Grade	17	English	Not later than 7 unexcused abse...	Refer to a CEB		
Desa*, Xavier	12th Grade	18	English	Not later than 15 cumulative une...	Refer to a CEB		
Happe*, Ivan	12th Grade	18	English	Not later than 7 unexcused abse...	Refer to a CEB		
Venefra*, Raevyn	12th Grade	18	English	Not later than 7 unexcused abse...	Refer to a CEB		
Redych*, Melody	12th Grade	18	English	Not later than 7 unexcused abse...	Refer to a CEB		
Stratton*, Andrea	11th Grade	16	English	Not later than 15 cumulative une...	Refer to a CEB		

Row Actions & Options

- Print Community Engagement Board Referral PDF
- Print and Complete Community Engagement Board Referral PDF
- Print Community Engagement Board Referral DocX
- Print and Complete Community Engagement Board Referral DocX
- Complete Community Engagement Board Referral
- Suppress Community Engagement Board Referral

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status
- Community Engagement Board Referral

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Print Community Engagement Board Referral PDF
- Print and Complete Community Engagement Board Referral PDF
- Print and Complete Engagement Board Referral DocX
- Print and Complete Community Engagement Board Referral DocX
- Complete Community Engagement Board Referral
- Suppress Community Engagement Board Referral



Date: 03/07/2023

Student: Zachary Chance:

In an effort to support early intervention for students, RCW 28A.225.035 requires districts to **refer** the parent and child to a **community engagement board (CEB)** or other coordinated means of intervention if referral did not take place before the petition. The CEB meeting must take place within **twenty days** of the referral. The CEB must meet with the child, a parent, and school district representative and enter into an agreement once the student (Zachary Chance) has "After 7 unexcused absences in a month and not later than 15 cumulative unexcused absences in a school year".

Sincerely,

Tianna Partna*, Dane Matthew*
 Principal
 Tahoma Senior High School
 (425)413-6200

FILE TRUANCY PETITION [\(Back to Quicklinks\)](#)

SECRETARY

File Truancy Petition

Students at Tahoma Senior High School

Absence Response Secretary File Majority Absence Petition (125 records) Filtered

Student	Grade Level	Age	Home Lar	Attendance Condition	Required Action	Action Status	File & Stay Petition
Babbel*, Marquice	12th Grade	18	English	Not later than 7 unexc...	File and Stay Petition	Action Requir	
Storrs*, Yeng	12th Grade	17	English	Not later than 7 unexc...	File and Stay Petition		
Desa*, Xavier	12th Grade	18	English	Not later than 15 cum...	File and Stay Petition		
Happe*, Ivan	12th Grade	18	English	Not later than 7 unexc...	File and Stay Petition		
Venefra*, Raevyn	12th Grade	18	English	Not later than 7 unexc...	File and Stay Petition		
Redych*, Melody	12th Grade	18	English	Not later than 7 unexc...	File and Stay Petition		

Row Actions & Options

- Print File and Stay Petition DocX
- Print and Complete File and Stay Petition DocX
- Complete File & Stay Petition
- Suppress File & Stay Petition

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status
- File & Stay Petition

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Print File and Stay Petition DocX
- Print and Complete File and Stay Petition DocX
- Complete File & Stay Petition
- Suppress File & Stay Petition

SUPERIOR COURT OF WASHINGTON COUNTY OF DEV - JUVENILE COURT	
School District, petitioner vs. Respondent(s)	No: _____ PETITION REGARDING TRUANCY (PTTRU) <input type="checkbox"/> Elementary School <input type="checkbox"/> Intermediate School <input type="checkbox"/> Middle School <input type="checkbox"/> Junior High School <input type="checkbox"/> High School <input type="checkbox"/> Alternative High School <input checked="" type="checkbox"/> ALE
Marquice Babbel* 10/24/2004 Student DOB Babbel*, Meiko, Babbel*, Tourez Parent(s)	<input checked="" type="checkbox"/> Clerk's Action Required

The petitioner, the Tahoma School District, requests that this court assume jurisdiction over the truancy of the student parent(s) and issue an order compelling school attendance and such other relief under RCW 28A.225.090 as the court may order.

Pursuant to RCW 28A.225.030 this petition has been filed upon the student's:

- Not later than 7 unexcused absences in a month (RCW 28A.225.030)
- After 7 unexcused absences in a month and not later than 15 cumulative unexcused absences in a school year (RCW 28A.225.035)

ALL ABSENCE ACTIONS NEEDED [\(Back to Quicklinks\)](#)

SECRETARY
All Absence Actions Needed
Students at Tahoma Senior High School

Absence Response Secretary All Actions Needed (4853 records) Filtered

Student	Grade Level	Age	Home Lar	Attendance Condition	Required Action	Action Status	Letter	Email Status	Data Informed	Attendance Ag	Student SSID
*, Aakash	10th Grade	15	English	Beginning of School ...	Information Let...	⚠️					5881601261
*, Aaric	9th Grade	15	English	1 unexcused Absence	Unexcused No...	⚠️					
*, Aaric	9th Grade	15	English	Beginning of School ...	Information Let...	⚠️					
*, Aarini	10th Grade	15	Ukrainian	1 unexcused Absence	Unexcused No...	⚠️					
*, Aarini	10th Grade	15	Ukrainian	Beginning of School ...	Information Let...	⚠️					
*, Abdoulah	10th Grade	15	English	Beginning of School ...	Information Let...	⚠️					
*, Abigail	9th Grade	15	English	Beginning of School ...	Information Let...	⚠️					
*, Adam	10th Grade	15	English	Beginning of School ...	Information Let...	⚠️					
*, Adawna	9th Grade	14	English	Beginning of School ...	Information Let...	⚠️					
*, Addi	11th Grade	17	English	1 unexcused Absence	Unexcused No...	⚠️					
*, Addi	11th Grade	17	English	Beginning of School ...	Information Let...	⚠️					
*, Adriana	10th Grade	16	English	Beginning of School ...	Information Let...	⚠️					

Row Actions & Options

- Print Information Letter
- Print and Complete Information Letter
- Complete Information Letter
- Complete Action
- Suppress Action
- Postpone Action

- Print Student Details
- Print Absence Response Student Summary
- Print Attendance Calendar

Column

- Student Name
- Attendance Condition
- Required Action
- Action Status
- Letter
- Email Status
- Data Informed Steps (Success Plan)
- Attendance Agreement (Contract)
- Student SSID

Optional Columns to add:

Grade, Age, Home Language

Row Actions and Options

- Print Information Letter
 - Print and Complete Information Letter
 - Complete Information Letter
 - Complete Action
 - Suppress Action
 - Postpone Action
-
- Print Student Details
 - Print Absence Response Student Summary
 - Print Attendance Calendar

Student Details Report

Student: Aakash * ID: 176541
DOB: 2007-09-29 Gender: Male
Home Language: English School: Tahoma Senior High School

Manifested Absence Actions

Condition	Action	Action Taken	Action Suppressed	Action Taken Description
Beginning of School Year (First day of School) This student has attended during the school year.	Information Letter	No	No	Action was on 07/02/23 by fact.lawe

Attendance History

Regular attendance is important for success in learning.

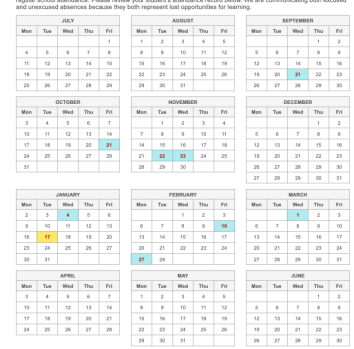
Date	1st Period	2nd Period	3rd Period	4th Period	5th Period	6th Period	7th Period	8th Period
2022-09-21					E	E		
2022-10-21	E							
2022-11-22	E	E	E	E				
2022-11-23					E	E	E	E
2023-01-04							O	O
2023-01-17								U
2023-02-10								
2023-02-07		E	E	E	E			
2023-03-01							O	

Key: E - Excused Absence, U - Unexcused Absence, O - Other Absence (school related absence, example field trip), T - Tardy

Attendance Calendar 2022/23

Student: *, Aakash A. Grade Level: 10th Grade Generated on: 03/07/2023 at 12:40 p.m.

This calendar is one of our tools to keep you informed regarding the attendance record of your student and the benefits of regular school attendance. Please review your student's attendance record below. We are communicating both excused and unexcused absences because they both represent lost opportunities for learning.



This is an absence response report from Tahoma Senior High School. The purpose of this report is to keep guardians informed about absence information. For any questions, please contact school attendance office.

GENERATE AD HOC LETTER [\(Back to Quicklinks\)](#)

Letter/Delivery Mechanism

First,
Select a **Letter** that you wish to generate a Notification for.

After you've selected the letter, select the delivery mechanism (either **Generated Physical PDF files**, or **Emailed PDF attachments**)

Delivery Method (required)

Letter (required) [Select](#)

Included Students

Second,
Select a **Student Group** that you wish to generate a Notification for.

Don't worry, after you selected the student group, you can additionally exclude students in the next step.

Student Group (required) [Select](#)

Excluded Students

Lastly,
Select a list of **EXCLUDED Students** that you wish to **NOT** generate a Notification for.

Excluded Student List (optional) [Select](#)

[Generate Letters](#)

1. Select a Letter to generate a Notification for. After you've selected the letter, select the Delivery Method (Print PDF or Emailed PDF).
2. Select a Student Group
3. Select a list of Excluded Students (as applicable)