

## Students

### Truancy

The Capitol Region Education Council believes that regular school attendance is essential to the academic success of students. The Executive Director is authorized to establish procedures for monitoring school attendance so as to identify students ages 5-18 inclusive who are truant, and to enlist the cooperation of the LEA, parents/guardians and, when necessary, the appropriate Youth Services Bureau, the Department of Children and Families, and the juvenile justice system, in order to address the problem when it arises.

Legal Reference: Connecticut General Statutes

10-184 Duties of parents.

10-198a through 10-202 Attendance, truancy in general, as amended by P.A. 22-47 An Act Concerning Children's Mental Health.

10-202e-f Policy on dropout prevention and grant program.

10-221(b) Board of education to prescribe rules. *Campbell v New Milford*, 193 Conn 93 (1984).

Policy adopted: June 18, 2003  
Revised: April 19, 2023

CAPITOL REGION EDUCATION COUNCIL  
Hartford, Connecticut

## Students

### Truancy

#### Monitoring Attendance/Truancy

In accordance with the Truancy Policy of the CREC Council, the following procedures are hereby adopted.

#### Definitions

**“Truant”** means a child ages 5-18 inclusive who has four (4) unexcused absences from school in any one month or ten (10) unexcused absences from school in any school year.

**“Parent”** means the parent, guardian, or other person having control of a child.

**"Chronically absent child"** is an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

**"Absence"** means an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education.

**"District chronic absenteeism rate"** means the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the CREC Council for such school year.

**"School chronic absenteeism rate"** means the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

**“School mental health specialist”** means a person employed or contracted by CREC to provide mental health services to students and includes, but is not limited to, a school social worker, a school psychologist, a trauma specialist, a behavioral technician, a board certified behavior analyst, a school counselor, a licensed professional counselor, and a licensed marriage and family therapist.

#### Remediation of Truancy

1. When a student is identified as a truant, the Executive Director or designee will conduct a meeting with the parent, the LEA, the student, if appropriate, and with such school personnel whose involvement is deemed appropriate by the Executive Director or designee. The meeting will occur not later than ten (10) school days after the child’s fourth (4<sup>th</sup>) unexcused absence in a month or tenth (10<sup>th</sup>) unexcused absence in a school year and will be for the purpose of reviewing and evaluating the reasons for truancy, and whether referral for evaluation for special education services is appropriate.
2. The parents of each student attending a CREC school or program will be notified in writing annually at the beginning of the school year of their statutory obligation to ensure that their

child attends school. Annually at the beginning of the school year and upon any enrollment during the school year, CREC will obtain from the parent of each student a telephone number or other means of contacting such parent during the school day.

3. Each CREC school or program serving students ages 5-18 inclusive shall develop and submit annually to the Executive Director or designee a system of monitoring individual unexcused absences of students. Such system shall provide that whenever a child enrolled in a CREC school or program fails to attend on a regularly scheduled school day, and there is no indication that the child's parent is aware of the absence, a reasonable effort to notify the parent, by telephone and by mail, shall be made by school or program personnel or volunteers under the direction of school or program personnel.
4. CREC shall, in cooperation with LEAs, coordinate services with, and referrals of students to, community agencies providing child and family services.
5. CREC shall implement a truancy intervention model identified by the Connecticut State Department of Education (SDE) for any school within the district that has a disproportionately high rate of truancy, as identified by the Commissioner of Education.
6. CREC shall adopt and implement the truancy intervention model developed by the Department of Education or similar plan that accounts for mental and behavioral health.
7. CREC shall provide to the parent/guardian of a child who is truant information about the existence and availability of the 2-1-1 Infoline Program, and other pediatric mental and behavioral health screening services and tools developed by the Department of Children and Families in consultation with the Behavioral Health Partnership Oversight Council.
8. An appropriate mental health specialist shall conduct an evaluation of each child who is a truant, to determine if additional behavioral health interventions are necessary for the well-being of the child.

### **Chronic Absenteeism**

In accordance with state statute, attendance review teams shall be established as follows:

1. A district team must be established when the district's chronic absenteeism rate is 10 percent or higher.
2. A school team must be established when a school's chronic absenteeism rate is 15 percent or higher.
3. Either a district team or a school team for each affected school must be established when (a) more than one school in the district has a chronic absenteeism rate of 15 percent or higher; or (b) the district has a chronic absenteeism rate of 10 percent or higher and one or more schools in the district have a chronic absenteeism rate of 15 percent or higher.

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The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children; discussing school interventions and community referrals for such truants and chronically absent children; and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

The district shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available.

### **Reports/Referrals**

The number of truant and chronically absent children shall be included in the annual strategic school and district profile reports submitted to the Commissioner of Education.

The principal or designee of any elementary or middle school located in a town/city designated as an alliance district may refer a parent/guardian with a child defined as a truant or who is at risk of becoming a truant to the children's truancy clinic established by the Probate Court serving such town/city.

Regulation issued: June 18, 2003  
Revised: September 18, 2013  
Revised: October 15, 2014  
Revised: October 16, 2016  
Revised: September 20, 2017  
Revised: March 15, 2023

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