

Calendar of Attendance Strategies for Maine students, families, educators, administrators, and community partners

Month	Strategy	Student Attendance Actions	Family Attendance Actions	Educator Attendance Actions	Administrator Attendance Actions	Community Partner Attendance Actions
August	Remove logistical and emotional barriers to access learning	Identify personal challenges to attendance	Attend school orientation sessions; update contact info	Provide supply lists early; connect with students	Conduct a school-wide needs assessment identifying attendance barriers. Review transportation/logistics systems	Offer resources (clothing, supplies, transport)
September	Create emotionally and physically safe environments	Participate in community-building activities	Share safety concerns; attend family events	Greet students daily; establish classroom norms	Identify safety and belonging concerns, monitor safety protocols; welcome students	Support inclusive events that build school belonging
October	Build routine, relationships, and relevance	Set attendance goals; engage in daily routines, build relationships	Set morning routines; reinforce importance of school	Start each day with student check-ins, link lessons to locally relevant issues	Share school-wide attendance data, align daily schedules to support routine and connection	Mentor or run student clubs, host workshops on building connections with school
November	Establish early warning systems and team-based response	Track your own attendance streaks on a visible chart	Check child's attendance weekly on school portal	Celebrate class attendance streaks using visible tools	Use real-time data dashboards to spot and respond to trends. Create attendance response teams	Collaborate on interventions. Assist schools in strengthening tech and data systems
December	Strengthen school-home partnerships	Create simple holiday or gratitude cards for school staff or families	Attend school events and conferences	Invite family voices into planning. Send one warm message per day to a family	Host inclusive holiday events; invite family voice in planning, provide interpreters	Co-host or support cultural events. Share a 2-minute gratitude message
January	Use consistent, growth-focused	Set attendance resolution; Write	Review attendance	Share progress updates; celebrate small gains	Lead positive attendance messaging campaigns	Amplify consistent attendance

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	attendance messaging	"We missed you" notes to peers	updates with student			messaging in local media
February	Implement positive recognition and motivation strategies	Earn recognition for attendance improvements	Celebrate student progress at home	Create classroom rewards/incentives. Use visual trackers to highlight growth	Coordinate school-wide recognition programs focused on attendance growth	Donate prizes or sponsor events to support programs for attendance growth
March	Engage families through proactive, supportive outreach	Participate in student-led conferences	Respond to outreach positively	Call families with praise and concern	Train staff in proactive, family-centered communication. Monitor outreach consistency	Join school outreach events
April	Remove logistical and emotional barriers to access learning (REFOCUS)	Share feedback on ongoing needs and ideas for improving attendance	Request help when challenges arise	Provide alternative learning options, conduct check-in w/ families and offer supports	Survey families on needs, keep attendance messaging positive, guide staff and family alignment on absence policies	Provide ongoing material support, help connect families to local support services
May	Create emotionally and physically safe environments (REFOCUS)	Reflect on this year's climate and suggest improvements	Attend end-of-year family meetings	Gather student feedback on safety and belonging. Adjust strategies for next year	Review attendance data. Set goals for next year. Plan for summer supports	Help organize transition supports
June	Reflect, Recognize, and Reset	Celebrate attendance progress and set goals for next year	Attend summer planning meetings	Reflect on attendance strategies	Gather family feedback related to attendance efforts. CELEBRATE!	Prepare summer supports and outreach

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