



The Four Reasons

How do I classify an absence accurately enough to choose the right response?

PRESENCE™ DATA DISCOVERY: STEPS IN THIS PROMPT ARE HIGHLIGHTED

P

Problem definition

R

Research evidence

E

Environmental
context

S

Statistical analysis

E

Equity assessment

N

Network and
partnership

C

Compliance and legal

E

Evidence-based
recommendations

YOUR PROMPT Re-code a sample of last semester's unexcused absences using case notes. What share is truancy once the reasons are known?

RECORD WHAT YOU FIND

Student or group	What the data shows	Reason heard (4 reasons)	Next step, owner, date

REFLECT WITH YOUR TEAM

Which reason does your current process detect best? Which does it miss?

Who documents the family's own explanation today?

When did you last re-classify a case?

YOUR ROADMAP

FIRST 30 DAYS

Classify every new case before any letter

BY 90 DAYS (3 MONTHS)

Re-code one semester of 'unexcused' absences

BY 180 DAYS (6 MONTHS)

Report the mix of reasons to leadership

Measure. Leading: Cases with a documented classification. Lagging: Truancy referrals avoided after classification. Record a baseline today and a target for six months.



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