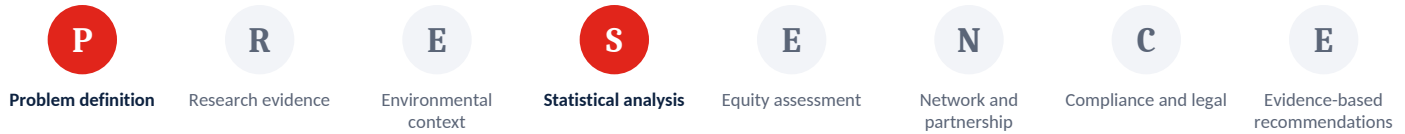




Codes That Tell the Truth

How do we build the four reasons into our student information system?

PRESENCE™ DATA DISCOVERY: STEPS IN THIS PROMPT ARE HIGHLIGHTED



YOUR PROMPT Export one semester of codes. What share is 'unexcused' with no reason recorded? That is your misclassification risk.

RECORD WHAT YOU FIND

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

REFLECT WITH YOUR TEAM

Which codes does your front desk use most?

Who decided your current code menu?

What would re-coding one semester reveal?

YOUR ROADMAP

FIRST 30 DAYS

Audit the code menu

BY 90 DAYS (3 MONTHS)

Add a four-reason field

BY 180 DAYS (6 MONTHS)

Report categories by school

Measure. Leading: Absences with a recorded reason. Lagging: Share coded unexcused with no reason. Record a baseline today and a target for six months.

