



FASCO

Federal and State Compliance Office

Truancy Intervention Program Procedures

2022-2023

Miami-Dade County Public Schools

Miami-Dade County Public Schools

School Board of Miami-Dade County, Florida

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ADMINISTRATIVE DIRECTOR

Revised 8/10/2022

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INTRODUCTION

The *Truancy Intervention Program Procedures Handbook* is compiled each year by the Federal & State Compliance Office (FASCO) to provide relevant information on truancy laws, required actions, and recommended strategies to address students with patterns of non-attendance.

Reducing chronic absenteeism is at the forefront of student attendance policies across the nation. Not showing up for school matters; it generates an achievement gap that translates into lower performance in standardized examinations, which may lead to dropping out of school. The challenge for districts is to develop policies that include all relevant stakeholders that identify and remove barriers that impede regular school attendance. The intent of the Truancy Intervention Program referral process is to identify students with patterns of non-attendance to provide escalating services that aim to reengage students and their families in the learning process for greater academic achievement.

District school boards are tasked with the enforcement of school attendance, [s.1003.26 Enforcement of school attendance](#). Habitual truants must be the subject of services to address patterns of non-attendance. To this end, principals shall refer these students to the school's committee responsible for attendance to determine if patterns of truancy are developing. Some of the strategies include meeting with parent; frequent communication between teacher and parent; evaluation for alternative education programs; attendance contracts; implementation of corrective strategies; tutoring; mentoring; and referral to social service agencies. The school's committee shall facilitate intervention services to students and families with the aim of resolving non-attendance patterns.

[Florida Statute 1003.01\(8\)](#) defines a habitual truant as a student who has 15 unexcused absences within 90 calendar days with or without the knowledge or consent of the student's parent, is subject to compulsory school attendance under [s. 1003.21 School attendance](#), and is not exempt under [s. 1003.21\(3\)](#) or [s. 1003.24 Parents responsible for attendance of children; attendance policy](#), or by the meeting of the criteria for any other exemption specified by law or rules of the State Board of Education.

The Federal & State Compliance Office is tasked with the compliance of compulsory school attendance, [School Board Policy 5200](#), as mandated by State statute, and of the referral of these students to social service agencies for additional services when parental consent is secured.

Miami-Dade County Public Schools (M-DCPS) collaborates with two social service agencies, which are funded by Florida's Department of Juvenile Justice for Truancy diversion services for at-risk youth. The agencies are:

- Miami Bridge Youth and Family Services); and
- Center for Family and Child Enrichment, Inc.

The *Truancy Intervention Program Procedures Handbook* provides guidance in the submission of Truancy referrals and includes attachments that document the steps taken to address students with patterns of non-attendance. Should you require assistance, please call the Federal & State Compliance Office at **(305) 883-5323**.

TRUANCY PROCEDURES

Truancy procedures are itemized below.

1. The student's primary teacher is required to contact the parent to determine the reason for each unexcused absence for which the reason is unknown.
2. Classroom teachers are required to report to the principal students with patterns of non-attendance. Escalating services to address the unexcused absences must be documented in the Student Case Management System (SCMS) in DSIS.
3. The school principal, if no evidence that absences were authorized in alignment with district policies regarding attendance, must refer students with patterns of non-attendance to the school's Truancy Child Study Team (TCST) to determine the cause of the absences. If a pattern of non-attendance has developed, the TCST must schedule, at a mutually convenient time, an initial meeting with the parent to encourage regular school attendance. The [Truancy Intervention Program – Parent Letter FM 6951](#) may be used to document notification of truancy to parent.
**available in English, Spanish, and Haitian-Creole*
4. The Truancy Child Study Team is comprised of principal, school counselor, school social worker, other school staff as appropriate, along with parent and the student (optional). This team implements interventions to resolve non-attendance that may include: frequent attempts of communication between teacher and family; mentoring; counseling; tutoring; daily/weekly progress monitoring; evaluation for alternative programs; home visit by social worker; student schedule modification; attendance contract; psychological evaluation; referral to other district departments such as One Stop Center and The Parent Academy; and referral to outside social service agencies for family intervention.
5. Once efforts to enforce school attendance have been exhausted, the TCST will complete the [Truancy Intervention Program Referral FM 6007](#). During this process, parents are to be informed that a complaint of truancy will be filed with the Florida Department of Motor Vehicles (DHSMV) for suspension of driving privileges.
6. **The following 5 documents are to be included in the Truancy Referral:**
 1. [Truancy Intervention Program Referral FM 6007](#) signed by the TCST members, along with the parent.

2. [Consent for Mutual Exchange of Information FM 6006](#) signed by the parent;
**available in English, Spanish and Haitian-Creole*
3. **Daily Attendance (PF-7)** screen (summary page only).
4. **Student Record/Subjects (PF-1)** screen(s) to document academic progress for current and, if applicable, previous year.
5. **Student Case Management System (PF-14)** screen to display documentation of interventions for the current year and, if applicable, previous year.
7. Although not to be submitted as part of the Truancy referral, it is imperative for the Truancy Child Study Team to implement, and document in the student's cumulative folder and in the Student Case Management System (SCMS) in DSIS, all interventions employed to rectify attendance concerns. As provided below, the team may utilize the following forms to document efforts:
 - a. the [School Attendance Agreement FM 6952](#) to solidify attendance requirements between student, parent, and school.
**available in English, Spanish and Haitian-Creole*
 - b. the [Home Visit Form FM 5869](#) to record home visit/s; if no contact is made at the home, the visit should be noted and recorded on the form.
 - c. the [Student Progress Report FM 7245](#) for teachers to measure students' progress.
 - d. any other school site instrument that documents efforts made by the school to engage students and parents (i.e., telephone logs, emails).
8. Staff at the school **must** document in DSIS escalating services for truancy. Prior to submitting the Truancy Intervention Program Referral to the Federal & State Compliance Office (FASCO), the following codes **must** be entered in the Student Case Management System (SCMS) in DSIS:

Code	Description
TL	Truancy Letter to parent
TM	Truancy Child Study Team
RT	Referred to ATTD (FASCO)
R3	Referred to DJJ/Truancy

Once the referrals are complete, they **must be sent via Ivanti Service Manager (ISM) request to FASCO, one (1) student referral per ISM in PDF format.** A *Truancy Referral Checklist* is included in this handbook to assist in the submission of complete referrals for timely processing.

Staff at FASCO is responsible for processing Truancy referrals. Truancy referrals are reviewed by staff for completeness and are submitted to the corresponding social service agency, *based on the home school's demography*. If referrals are incomplete, or if students referred have reached the age of majority, a Resolved Incident reply will be sent stating the reason for not processing the referral(s).

- Truancy cases with parent signature/consent and documentation of escalating services in the Student Case Management System (SCMS) in DSIS **WILL BE** referred to one of the Truancy Diversion Program Agencies and will be coded with an **R** on the PF-19 screen in DSIS by FASCO.
- Truancy cases without parent signature/consent and documentation of escalating services in the Student Case Management System (SCMS) in DSIS **WILL NOT** be referred to one of the Truancy Diversion Program Agencies and will be coded with an **Y** on the PF-19 screen in DSIS by FASCO.

Please maintain all Truancy referral documents in the student's cumulative folder.

Timely referral of students with patterns of non-attendance is essential for improved student achievement. **Schools are required to submit Truancy Intervention Program Referrals for students between the ages of 6-17, who have 15 unexcused absences within 90 calendar days, not to exceed 25 unexcused absences.**

Code	Description
R	Truant student with parental consent; REFERRED to agency.
Y	Truant student without parental consent, NOT REFERRED to agency.
N	Student NOT truant.
T	School Operations – H.E.R.O. Program

**Truant flag in DSIS will remain active for only two years.*

TRUANCY REFERRAL FORMS – REQUIRED

Truancy Intervention Program Referral (FM-6007)

[Clear Form](#)



Miami-Dade County Public Schools Truancy Intervention Program Referral

Date _____

Student Name		School Name		School Loc. No.	Region Center
Student I.D. No.		DOB	Age	Date of Truancy Meeting	
Parent(s) Name			Telephone: _____		
			Email: _____		
Residential Address			ESE Code/s (if applicable)		
Current School Year Attendance Information					
No. of Days Present: _____		No. of Days Absent: _____		No. of Unexcused: _____	No. of Days Tardy: _____
Parent Letter/Interventions/Referrals Provided by the School: Please mark with an (x) as appropriate.					
<input type="checkbox"/>	Attendance Contract	<input type="checkbox"/>	Student Schedule Modification	<input type="checkbox"/>	Parent Letter
<input type="checkbox"/>	Counseling	<input type="checkbox"/>	Mentoring	<input type="checkbox"/>	Tutoring
<input type="checkbox"/>	Psychological Evaluation	<input type="checkbox"/>	Alternative School Programs	<input type="checkbox"/>	Health Screening
<input type="checkbox"/>	Outside Social Service Agency	<input type="checkbox"/>	One Stop Center	<input type="checkbox"/>	Pathways
<input type="checkbox"/>	Other				
<p>Parents and students understand that accumulating fifteen (15) unexcused absences within a 90 day calendar period will result in notification to the Florida Department of Highway Safety and Motor Vehicles (DHSMV) for students who have attained 14 years of age for the suspension of driver license privileges.</p>					
Student Signature * optional if present		Date	TCST Member/Title		Date
Parent Signature		Date	TCST Member/Title		Date
TCST Member/Title		Date	TCST Member/Title		Date

FM-6007E Rev. (09-21)



Miami-Dade County Public Schools

**Truancy Intervention Program
Consent for Mutual Exchange of Information**

Student Name	School Name	School Loc. No.	Region Center
Student I.D. No.	DOB	Age	Date

I hereby authorize the mutual exchange of records pertaining to my child, _____, between Miami-Dade County Public Schools and its contracted social service agencies. The specific records to be disclosed reference the child's educational records that include attendance information for the purpose of assisting in resolving the child's non-attendance.

I certify that I am the parent of the child referenced in this document.

Parent Name	Signature	Date	
Address			
City	State	Zip Code	Telephone No.

Please check one (1) box for outcome of Truancy Intervention meeting:

- The TCST members were unable to contact the parent/guardian for this truancy meeting.
- The parent/guardian was contacted but not in attendance for this truancy meeting.
- The parent/guardian refused to sign Consent for Mutual Exchange of Information.
- The parent/guardian has declined Truancy Intervention Services for their child.

Personal identifiable information may be transferred to a third party only on the condition that it will not be released to any other agents without obtaining the consent of parents.

DSIS SCREENS - REQUIRED

```

AS14-31-H5RT  S T U D E N T  R E C O R D  /  S U B J E C T S  09/08/20 10.45.41
STUDENT ID      SCHOOL          GRADE  HR  PRO ST  SCHL CD
NAME            SEX            O-PHASE  ADD SCHL CD
BIRTHDATE      DELIVERY MODEL
LAST SUB UPDT  RECORD UPDT      LAST GRD UPDT

          REPORTING CYCLE 201          GRADING PERIOD
CYCLE TOTAL ABSENCES          CYCLE TOTAL TARDIES
TERM 1          PROGRAM NO.          TERM 2
GRADE  HR          GRADE  HR
SCHL  SEQ/SEC CRS NUM  VOC SUB VOC PGM TRM TITLE  SP EP ROOM TEACHER 1234  F G T

** KEY DESIRED GRADING PER          ** PAGE FORWARD = ENTER
MB 10J          LDDAH5RT          02/002
    
```

PF-1

```

DA06-34-H5RT          09/08/20 10.46.30
          D A I L Y  A T T E N D A N C E

ID NO
NAME  LAST FIRST PHONE          GRADE HOMEROOM SHIFT          SCHOOL DATE ENTERED DATE WITHDRAWN

YEAR-TO-DATE ABSENCES          YEAR-TO-DATE TARDIES -
EXCUSED          TOTAL ABSENCES FOR SUMMER -
UNEXCUSED          TOTAL TARDIES FOR SUMMER -
OUTDOOR SUSP          LAST DATE LETTERS PRINTED
EXCLUSIONS
TOTAL

FOR ANOTHER STUDENT, CHANGE ID NO AND PRESS ENTER KEY
TO DISPLAY CALENDAR, ENTER GRADING PERIOD: _ AND PRESS ENTER KEY
MB 10J          LDDAH5RT          02/002
    
```

PF-7

```

SM05-51-H5RT  STUDENT CASE MANAGEMENT INFORMATION  09/08/20 10.44.06
STUDENT ID    NAME:          GRADE  HR  PAGE
              SEX:          SCHOOL
    
```

> SOURCE: SPAR/ISIS SYSTEMS
 * RETURN TO MENU = CLEAR KEY
 % EMP/STU FROM DIFF LOCS

MB 10J LDDAH5RT 02/002

PF-14

TRUANCY REFERRAL FORMS – OPTIONAL

Truancy Intervention Program Parent Letter ([FM-6951](#))



Clear Form

TRUANCY INTERVENTION PROGRAM PARENT LETTER

Date

Parent Name

Address

RE: Student Name

DOB

Dear Parent(s):

Regular attendance in school is considered an important factor in ensuring your child's school success. We are concerned about the pattern of non-attendance that your child has developed. At this time, please be advised that your child, _____, has been absent 5 or more times and is not attending school regularly.

You and your child are requested to attend a meeting to discuss the reasons for your child's non-attendance. This meeting has been scheduled for _____ at _____ a.m./p.m. The meeting will be held at the school in _____.

Florida Statute 1003.24 states that each parent of a child of compulsory school age shall be responsible for each child's school attendance as required by law. The absence of a student from school is prima facie evidence of a violation of this section. Florida Statute 1003.27(7)(1) states that a parent who refuses or fails to have a minor student who is under his/her control attend school regularly shall be guilty of a misdemeanor of the second degree, punishable as provided by law. To this end, the Superintendent may file a truancy petition, and report your child to the Florida Department of Motor Vehicles for suspension of driving privileges.

Please contact _____ at _____ for additional detail regarding your child's pattern of non-attendance. Your cooperation is appreciated.

Sincerely,

Principal

School Name

FM-6951E Rev. (08-19)



**Miami-Dade County Public Schools
Truancy Intervention Program Compliance
School Attendance Agreement**

I, _____, agree to attend all of my classes as scheduled on a daily basis
(Student Name)
at _____ . I also agree to the following:
(School Name)

- I will arrive to school on time every day.
- I will follow all rules and regulations at my school.
- I will turn in medical notes, as appropriate, in the event of an absence.
- I understand that not attending school may result in the suspension of my driving privileges from the Florida Department of Safety and Motor Vehicles.
- I understand that not attending school may result in a referral to the Florida Department of Juvenile Justice and its agents.

I, _____, of _____,
(Parent Name) (Student Name)
agree to collaborate with all efforts set forth by the Miami-Dade County Public Schools to ensure my child's attendance and progress in school is improved. In addition, I agree to the following:

- I recognize the importance of regular school attendance for my child's success.
- I understand that I am responsible for ensuring that my child attends school regularly to remain compliant with Florida's school attendance laws.
- I understand that I must submit a medical note to the school's attendance clerk in the vent of my child's future absences.
- I acknowledge that it is my responsibility to develop systems at home to ensure that my child is school ready.
- I acknowledge that my child's academic progress was discussed and that options were reviewed at length for my child's school success.
- I acknowledge that non-attendance may result in a referral to the Florida Department of Juvenile Justice and its agents and to the Florida Department of Safety and Motor Vehicles for suspension of driving privileges, if within the appropriate age.

I understand and agree to all conditions in this contract. If agreement is violated, the school principal will proceed with notifying all corresponding agencies that govern school attendance.

Student Signature/Date: _____	Administrator/Date: _____
Parent Signature/Date: _____	Other (Title)/Date: _____



**Miami-Dade County Public Schools
Truancy Intervention Program Compliance - Home Visit**

Date _____

Student Name		School Name		School Loc. No.	
Student I.D. No.		Date of Visit			
Parent(s) Name		Telephone: Daytime: _____ Evening: _____			
Residential Address					
Parent(s) Email Address					
Title of Person Conducting Visit		Telephone No.	Date of Home Visit		Time of Visit
Person(s) Interviewed During Visit			Relationship to Student		
Home Assessment:					
Signature:				Date:	



**Federal & State Compliance Office
Truancy Intervention Program Compliance
Student Progress Report**

Student Name		School Name		School Loc. No.	Region Center
Student I.D. No.		DOB	Age	Week of:	
Parent(s) Name			Telephone: Daytime:		
			Evening:		
<p>Instructions: Teachers, please complete at the end of each instructional period and affix your signature on the second page. Students will return the progress report signed by the parent to the designated school representative on the subsequent Monday.</p> <p>Scale: Academic (A, B, C, D, F); Effort (1, 2, 3); Conduct (A, B, C, D, F); Attendance (A) Excused Absence, (U) Unexcused Absence; (T) Tardy.</p>					

Student Progress Monitoring									
Instructional Periods		1	2	3	4	5	6	7	8
MONDAY	Academic								
	Effort								
	Conduct								
	Attendance								
TUESDAY	Academic								
	Effort								
	Conduct								
	Attendance								
WEDNESDAY	Academic								
	Effort								
	Conduct								
	Attendance								
THURSDAY	Academic								
	Effort								
	Conduct								
	Attendance								
FRIDAY	Academic								
	Effort								
	Conduct								
	Attendance								

TRUANCY REFERRAL CHECKLIST

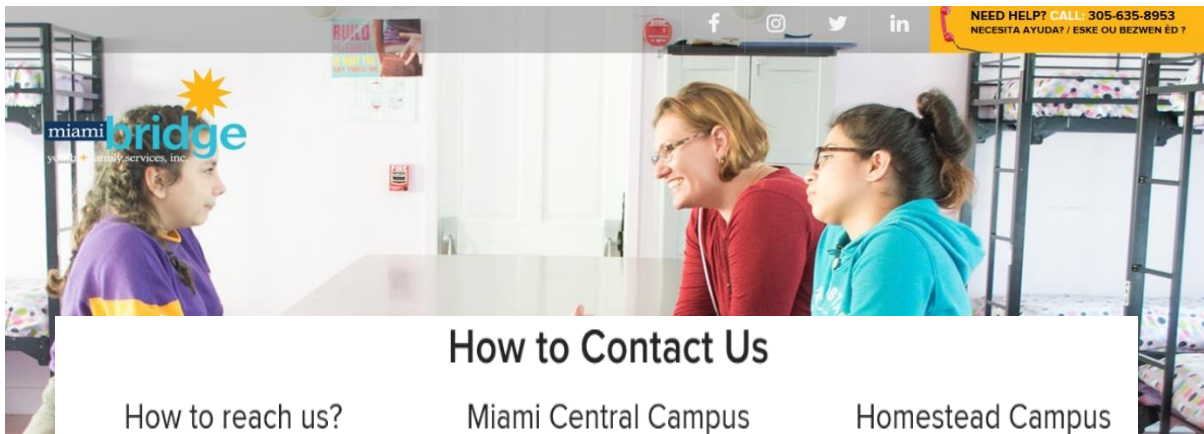
YES/NO	REQUIRED DOCUMENTATION
	Truancy Intervention Program Referral (FM-6007) with required signatures.
	Consent for Mutual Exchange of Information (FM-6006) with required signatures.
	Daily Attendance Screen – Summary page only (DSIS PF-7)
	Student Record/Subjects – current and, if applicable, previous year (DSIS PF-1)
	Student Case Management System (SCMS) – current and, if applicable, previous year (DSIS PF-14)

Reasons for Returned Truancy Referral

Required documentation (forms and screens) not submitted.
Required signatures missing on forms.
Referred student is not of compulsory school age.
Referred student has reached the age of majority (18 years of age) and does not qualify for additional truancy diversion services.
Referred student has been officially withdrawn from M-DCPS.
Referred student has insufficient unexcused absences (<15 unexcused).
Referred student is currently involved with the Department of Children and Families (DCF) and/or the Department of Juvenile Justice (DJJ).
Referral not submitted in PDF file format.
Multiple referrals submitted in one ISM (only 1 referral per ISM).
Incorrect Student Name/Date of Birth on FM-6006 or FM-6007.
No referral codes on SCMS in DSIS (PF-14) for student.

SOCIAL SERVICE AGENCIES

Miami Bridge Youth and Family Services



How to Contact Us

How to reach us?

To inquire about obtaining services,
please call **305-635-8953**
24 hours a day, 7 days a week.

Miami Central Campus

2810 NW South River Drive
Miami, FL 33125
305.635.8953

Homestead Campus

326 NW Third Avenue
Homestead, FL 33030
305.635.8953

email: info@miamibridge.org

Who We Are

A designated National Safe Place

Miami Bridge is utilized by the community as the axis point of all Miami-Dade County efforts in dealing with kids in crisis who are runaways, truant, homeless or having issues at home. In Miami-Dade County, we are the only emergency home serving kids ages 10 to 17. At the Bridge, we provide a full range of services including in-shelter counseling, field trips, in-home counseling and reunification with family.



NEED OUR HELP TODAY?

Truancy Diversion Services

Formal education is a crucial key to future success. Miami Bridge Youth & Family Services, Inc. intercedes when Miami-Dade County Public Schools (M-DCPS) has exhausted its range of outreach activities to re-engage truant youth. Miami Bridge goes a step further by developing new strategies to assist youth in overcoming issues that impede school attendance and personal development. We offer an array of intervention services to assist families with troubled children ages 6-17 who are at-risk, chronic runaways, abused, abandoned or neglected and /or have a history of habitual truancy and related behaviors. Miami Bridge also offers community-based services such as "First Stop for Families," our family crisis prevention/intervention program that assists families who feel overwhelmed due to youth who demonstrate ungovernable behaviors such as staying out late, difficulties in school, habitual truancy or conduct issues. Federal and state compliance offices provide assistance to schools that wish to refer truant students to a social service agency. Miami Bridge is one of two agencies serving M-DCPS that intercedes when M-DCPS's Truancy Child Study Team meets and concludes that all efforts were made to re-engage the truant youth to no avail. There are approximately 900 truant youth referred to Miami Bridge yearly that require new strategies to assist them in overcoming issues that impede school attendance, academic performance and /or prosocial skill development. Miami Bridge is serving all elementary, middle and postsecondary schools in the Central and South Region of Miami-Dade County.

Through funding from the United Way and Florida Network, Miami Bridge is able to employ Master's level counselors and case managers to address these critical issues.



"Cherishing Our Children Since 1977"

CALL US: (305) 624-7450 Main
(305) 474-1800 Clinic
(305) 474-1803 Pediatrics

Who are we? The Center for Family and Child Enrichment has been enhancing the lives of children and families since 1977.

For more than 40 years, we have quieted the fears of children who were alone, and counseled and guided troubled families to become better parents and keep their children out of state care and in a loving, family environment.

Our competent and committed staff keeps our doors open to families and children in need, no matter how challenging their problems.

What do we do? CFCE Inc. is a private, nonprofit, community-based organization that serves children in foster care who have been abused, neglected and/or abandoned children with severe emotional disturbances who may be in need of mental health care children who are chronic runaways and/or are ungovernable and in the custody of parents or relatives.

Our mission is simple: Helping children and families help themselves live a better life and build a stronger community.

Our services touch and enrich the lives of nearly 6,500 children and families each year. We help to provide residential group care, in-home family counseling, and a variety of other services designed to achieve permanency for the children.

For more information, click on SERVICES, or to find out about our Pediatric and Family Health and Wellness Center, a Federally Qualified Health Center (FQHC) click on HEALTH CENTER. You'll be surprised at how much we do.



Counseling and Therapy

The goal of our behavioral health programs is to provide children and families with a safe, warm and non-judgmental therapeutic experience. At the Center for Family and Child Enrichment, every client is very important to us and we want to be sensitive to their needs. Our goal is to improve the emotional and mental health of all our clients, while also striving to enrich their overall quality of life.

- Our services include, but are not limited to:
- Individual, group and family therapy
- Psychiatric evaluation, including prescription, when appropriate
- Targeted Case Management
- Mental health assessment
- Psychosocial Rehabilitation
- Mental health and substance abuse services for children from birth to age seventeen

For the convenience of our clients, services may be offered in the home, at school, or in our offices.

To make a referral, call clinical intake at (305)624-7450. CFCE accepts Medicaid and all Medicaid Managed Care Plans. A sliding scale fee rate is also available for self-pay clients.

Family Support

While there is a wide variety of programs and services available, there are some families and children who often "fall through the cracks." Their needs simply do not fit within the spectrum of available services.

At the Center for Family and Child Enrichment, we offer certain specialized or "niche" programs that cater to this particularly vulnerable segment of our community. Many of these services are free to the client and are often covered completely or in part by a public or private grant or donation.

They include:

- Counseling and case management for runaway, truant, and ungovernable youth
- Parenting Skills Classes for parents in the Dependency System
- Substance Abuse prevention activities for 4th and 5th grade students
- In-home family counseling for parents/families at risk of child abuse and neglect
- Intensive residential treatment for adolescents with mental health diagnoses
- Services for Unaccompanied Minors.

Health and Wellness Center

Our health center provides flu shots, vaccines and other preventive services, and sick care for the entire family is now available at the newly-expanded Pediatric and Family Health and Wellness Center.

Same-day appointments are available, and the Center accepts Medicaid, Medicaid HMOs and also has a sliding scale for payment.

The following services are available:

Primary care, Pediatrics, Diagnostic Laboratory Services, Family Planning, Prenatal and Perinatal Services, Gynecological, Obstetrical Care, Immunizations, Well Child Services

Screenings:

Cancer, Communicable Diseases, Cholesterol, Blood Lead Test for elevated Blood Lead Level 1, Pediatric vision, hearing, and Dental, Preventive Dental, Health Education, Behavioral Health Services, Pharmacy, Substance Abuse Services, Outpatient, Rehabilitation, Case Management: Counseling/Assessment, Referral, Follow-up/Discharge planning, Eligibility Assistance and Outreach.

[Website](#)

- [Student Absence Dashboard](#) (Portal)
 - ❖ the attendance data is updated daily and allows for the monitoring of individual students' attendance
- [Daily Reason Attendance List](#) (Gradebook)
 - ❖ displays the attendance types and the total number of occurrences in a date range for each student
- [Attendance Tracking Report](#) (Gradebook)
 - ❖ gradebooks that have taken attendance
 - ❖ must have for the 11-day FTE Attendance eligibility window
- [Daily Student Attendance Report by Period](#) (Gradebook)
 - ❖ displays attendance infraction by period
- [Early Warning System Indicators](#) (Portal)
 - ❖ identifies students who have 18+ absences and previous year absences
- [Truancy Report](#) (Portal)
 - ❖ identifies students that have been flagged as truant
- [Active Students with 15 or More Unexcused Absences in a 90 Day Period](#) (Control-D)
 - ❖ identifies students that meet the truant criteria and indicates if a truancy packet has been submitted
 - ❖ report runs every Friday beginning in October

ATTEND TODAY
ACHIEVE TOMORROW



ATTENDANCE WORKS

BOARD POLICIES

- ✓ [5200](#) ATTENDANCE
- ✓ [5215](#) MISSING AND ABSENT CHILDREN

RULES



CHAPTERS, FLORIDA STATE STATUTES

- ✓ [322.091](#) ATTENDANCE REQUIREMENTS (MOTOR VEHICLES)
- ✓ [1001.53](#) DISTRICT SCHOOL SUPERINTENDENT RESPONSIBLE FOR ENFORCEMENT OF ATTENDANCE
- ✓ [1003.21](#) SCHOOL ATTENDANCE
- ✓ [1003.23](#) ATTENDANCE RECORDS AND REPORTS
- ✓ [1003.24](#) PARENTS RESPONSIBLE FOR ATTENDANCE OF CHILDREN; ATTENDANCE POLICY
- ✓ [1003.26](#) ENFORCEMENT OF SCHOOL ATTENDANCE
- ✓ [1003.27](#) COURT PROCEDURES AND PENALTIES

STATE BOARD POLICIES

- ✓ [6A-1.044](#) PUPIL ATTENDANCE RECORDS

Note: These statutes are subject to change based on legislative decisions.

ADDITIONAL ASSISTANCE

Should you require additional information regarding truancy reporting, please email your FASCO Data Specialist for assistance:

Reva A. Vangates, Administrative Director

RVangates@dadeschools.net

Lynae Richardson, Coordinator-Student Transfers

Lrichardson@dadeschools.net

Mara Ugando, Student Funding Specialist

Mugando@dadeschools.net

Ana Echevarria

AnaEchevarria@dadeschools.net

Anne Marie Florence

AFlorence@dadeschools.net

Celestine Johnson

CJohnson@dadeschools.net

Regina Johnson

ReginaCJohnson@dadeschools.net

Elizabeth Mendez

EFerreiro@dadeschools.net

Lisa Ocasio

Lisa.Ocasio@dadeschools.net

Clara O'Reilly

CO'Reilly@dadeschools.net

Lili Quesada

LQuesada@dadeschools.net

Xenia Reyes

325177@dadeschools.net

Nancy Solomon

NSalomon@dadeschools.net

ASSISTANCE

