

Roosevelt
ELEMENTARY SCHOOL



Lynda Holeva, Principal

Debbie Stern, Assistant Principal

August 24, 2023

Dear Parents,

Did you know that SMMUSD averages 500 student absences each day? I am pleased to say that these do not all belong to Roosevelt students; however, our percentage of absenteeism still needs to improve. Daily school attendance is directly related to high student achievement, thus improved student attendance is a priority at Roosevelt. We need to remember that **Every minute counts**, and **It is not okay to stay away!**

In September, and during each subsequent month, letters will be sent home to inform families whose children have accumulated excessive absences this school year. These letters are generated by a computer system that monitors absences so that we fulfill our legal obligation to inform parents when their child is considered “truant” by the state of California.

The progression of alerts is as follows:

First Notice: This letter will be mailed after three (3) unexcused absences.

Second Notice: This letter will be mailed after six (6) unexcused absences. It notifies parents that they will be expected to meet with school administration for a pre-SARB (School Attendance Review Board) conference.

Third Notice: This letter will be mailed after nine (9) unexcused absences. It gives notice that the family will be referred to SARB.

Tardies over 30 minutes are considered unexcused absences.

Letters will also be mailed for students with an excessive number of excused absences (8 or more).

At Roosevelt, we continually strive to improve student attendance. We encourage you to bring your child to school every day and to be on time. Certain excused absences are to be expected. Examples of these are: illness, medical appointments and bereavement. Less common excused absences include: religious observation, and court appearances, when requested by the parent. A detailed list can be found in section 48205 of the California Education Code.

Other absences, including family vacations, business trips and personal days are considered unexcused. A parent may request an independent study for a child who will be absent for five (5) or more consecutive school days. Independent study contracts must be prearranged two (2) weeks prior to the absence. Contracts are available from

Ms. Flores in the front office and ***must be approved by the principal***. All schoolwork must be completed for your child and the school to receive credit for the missed days. Independent study, however, is no substitute for the instruction your child receives for his/her classroom teacher. Please make every effort to schedule family vacations during school vacations.

When a child is absent, it is the parent/guardian's responsibility to inform the school promptly. Please contact Ms. Flores by email at absence@smmusd.org, or call the attendance line at 310-395-0941, ext 68-208. You may also send a signed note to school with your child, including his/her name and teacher, the date of the absence and the reason for the absence on the day he/she returns to school. All absences not cleared within five (5) days will be recorded as unexcused.

What is the cost when my child is absent?

When your child misses school, he or she misses valuable instruction. There is also a financial cost associated with absence. Each day a student is out of school costs us \$45.00. If a student is out 10 days, we lose \$450.00. If 100 students are out 10 days each, we lose \$45,000.00.

Thank you for making sure your child is in school every day, and is on time! We appreciate your partnership in ensuring your child receives an excellent education!

Sincerely,
Amy Onyendu
Principal