



April 16, 2024

Andrea Montoya, Director
CMP Coordinator
Huerfano/Las Animas Family Resource Center
615 Russell Avenue
Walsenburg, Colorado 81089

Dear Ms. Montoya,

Please find enclosed a Proposal for Funding to offset the Salary of an Administrator with duties specifically associated with Attendance Monitoring.

Introduction: We are pleased to present this proposal to seek funding support for offsetting the salary of an administrator who will be hired and assigned specifically to monitor attendance in association with Colorado's Collaborative Management Program (CMP). This program emphasizes the critical importance of monitoring and improving attendance in educational institutions across the state. By ensuring consistent attendance, we can enhance student engagement, academic performance, and ultimately, the success of our youth. However, to effectively implement the district's portion of CMP, financial support is required.

Background: CMP focuses on improving student outcomes by reducing truancy and chronic absenteeism. In prior years, La Veta Public Schools have utilized CMP funding to engage in proactive activities intended to increase and improve family engagement. While great progress has been made regarding family engagement, concerns about truancy and chronic absenteeism have only grown in LVPS post-COVID. It is clear that attendance tracking and intervention strategies are necessary, more now than ever, at LVPS. We recognize the direct correlation between regular school attendance and academic achievement and, next year we will invest in a staff position specifically dedicated to K-12 attendance monitoring, to track student attendance, identify patterns of absenteeism, and implement appropriate interventions to support students in overcoming barriers to attendance.

Objective: The primary objective of this proposal is to secure funding to offset the salary of an administrator who will spend approximately one-fourth of their schedule time monitoring attendance,

and playing a pivotal role in implementing the philosophy and practice of CMP. This individual will work closely with teachers, students, and parents to monitor attendance, identify root causes of absenteeism, and implement tailored interventions to improve attendance rates.

Scope of Work: The attendance monitor will be responsible for the following tasks:

1. **Attendance Tracking:** Maintain accurate records of student attendance on a daily basis.
2. **Identifying Patterns:** Analyze attendance data to identify trends and patterns of absenteeism.
3. **Intervention Planning:** Collaborate with school staff to develop individualized intervention plans for students with chronic absenteeism.
4. **Student Engagement:** Work directly with students and their families to address barriers to attendance, such as transportation issues, health concerns, or socio-economic challenges.
5. **Community Outreach:** Forge partnerships with community organizations and resources to provide additional support to students and families as needed.

Additionally, and in accordance the state's CMP program data requirements, the administrator hired will submit the district's data utilizing the state provided spreadsheets, which include the following data points: first name, last name, date of birth, gender, race/ethnicity, disability status, victim status, and referral source.

Budget Justification: The funding requested will be used to offset the salary of the administrator hired to monitor attendance, including salary, PERA and Medicare benefits, totaling approximately \$22,300.00 in association with more than 500 hours of time dedicated to the improvement of attendance for populations of all ages pK-12.

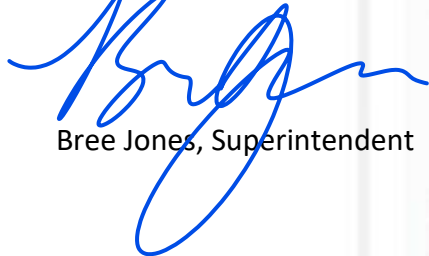
Partnership Opportunities: We welcome the opportunity to collaborate with funding partners who share our commitment to improving student attendance and academic outcomes. By working together, we can leverage resources and expertise to maximize the impact of our efforts and create a supportive environment where every student has the opportunity to succeed.

Conclusion: In conclusion, the further implementation of Huerfano County Collaborative Management Programs in LVPS presents a significant opportunity to enhance attendance tracking and intervention

efforts in our pK-12 schools. By investing in salary for an individual specifically assigned to serve as an attendance monitor, we can ensure compliance with the provisions of the funding and, more importantly, create a positive impact on student attendance and academic achievement. We appreciate your consideration of this proposal and look forward to the possibility of partnering again next year to support our students' and families' success.

Thank you for considering our proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bree Jones', written over a large, faint watermark of the school's crest.

Bree Jones, Superintendent