

Intradistrict Communication

DATE: February 9, 2024

TO: Principals
Assistant Principals

FROM: Michael Anderson, Associate Superintendent
Travis Hamblin, Director of Student Services
Sharon Jensen, Consultant Student Support Services
Michelle Reyes, Prevention Specialist, Student Support Services

SUBJECT: Attendance Message Notifying Families of the Upcoming President's Day Recess

When students miss school for any reason, they miss out on opportunities to become better prepared for upcoming assessments. Evidence shows that when schools communicate with families about school recesses and breaks it frequently helps inform them when their students have days off from school and when they should return to school.

Included you will find resources to share with families about the upcoming President's Day Recess and compensatory day for middle and high school students. A tip sheet for morning announcements to promote attendance in a positive way is included as well. Communicating with students that they belong and are an integral part of the school community is an effective strategy for increased attendance.

Should you have any questions or would like copies you can edit, please contact Michelle Reyes at michelle.reyes@jordandistrict.org or 801.567.8205.