



Every Day Counts!

Montana Family Attendance Planning Calendar



Our Goal: Attend school **95% or more**—that means missing **9 or fewer days** during the school year.

August

Start Strong

- ☐ Set bedtime and morning routines.
- ☐ Prepare backpacks and school supplies.
- ☐ Make a transportation plan.
- ☐ Save the school's phone number.

September

Build the Habit

- ☐ Arrive on time every day.
- ☐ Choose a backup adult for transportation.
- ☐ Check attendance regularly.
- ☐ Celebrate a great first month!

October

Be Weather Ready

- ☐ Find coats, hats, gloves, and boots.
- ☐ Plan extra travel time on cold mornings.
- ☐ Review school weather notifications.

November

Plan Ahead

- ☐ Schedule appointments outside school hours when possible.
- ☐ Plan holiday travel around the school calendar.
- ☐ Encourage healthy sleep habits.

December

Keep the Routine

- ☐ Dress for Montana winter weather.
- ☐ Leave a few minutes earlier.
- ☐ Stay connected with your child's teacher.

January

Fresh Start

- ☐ Return to school routines before classes resume.
- ☐ Review attendance goals.
- ☐ Celebrate progress!

February

Stay Connected

- ☐ Talk about what your child enjoys at school.
- ☐ Reach out if your family needs support.
- ☐ Keep morning routines consistent.

March

Plan for Spring Activities

- ☐ Schedule around tournaments and community events.
- ☐ Keep winter gear handy.
- ☐ Avoid extending spring break.

April

Finish Strong

- ☐ Prioritize attendance during testing.
- ☐ Encourage good sleep and healthy breakfasts.
- ☐ Keep appointments outside school hours.

May

Every Day Matters

- ☐ Continue strong attendance through the last day.
- ☐ Celebrate growth and accomplishments.
- ☐ Complete any missing assignments.

June

Celebrate Success

- ☐ Celebrate a successful school year!
- ☐ Schedule summer appointments before school begins again.
- ☐ Start planning for next year.

Monthly Family Check-In

- How many days has my child missed?
- What might keep us from school next month?
- Do we have a backup transportation plan?
- Is there anything the school can help us with?



Remember...

Good attendance helps students build friendships, confidence, and strong learning habits. If challenges arise, we're here to help. Please contact the school—we're partners in your child's success!



Family Attendance Planning Calendar



Goal

Help every student attend **95% or more** by planning ahead for weather, activities, appointments, and family events.



Remember

- 95% attendance = **9 or fewer absences** for the entire school year.
- Missing **2 days each month** can lead to chronic absenteeism.
- **Prioritize attendance** during **state and local assessments**.

August



Start strong

Back-to-School Routines

- Set a consistent bedtime and wake-up time.
- Choose a school-day alarm and backup alarm.
- Plan transportation for the first two weeks.
- Schedule non-urgent appointments outside school hours.

Family Check-in

Do we know exactly how our child will get to school every day?



September



Build habits

Attendance habit month

- Create a backpack-and-clothes routine.
- Check attendance weekly in the parent portal.
- Identify a backup adult who can help with transportation.

Montana Tip

Many communities have fairs, rodeos, sporting events, and powwows. Plan school attendance around these activities whenever possible.



October



Weather ready

Prepare for changing weather

- Lay out winter coats, hats, gloves, and boots.
- Review the district's snow-day communication plan.
- Leave extra travel time on frosty mornings.

Family Check-in

What will we do if roads are icy or transportation changes suddenly?



November



Holiday planning

Thanksgiving travel

- Plan travel around the school calendar.
- Communicate early with the school if travel is unavoidable.
- Help students complete assignments before, during, or after trips.

Healthy Habit

Encourage handwashing and good sleep to reduce seasonal illness.



December



Short days and winter weather

Before winter break

Montana winter reminder



- Check boots, coats, and gloves.
Cold mornings often cause
- Set alarms the night before school.
late arrivals. Getting ready
- Keep a backup transportation plan.

10 minutes earlier can make

a big

difference.



January

Back after break



Restart routines

- Return to school sleep schedules 2-3 days before classes resume.
- Review attendance goals for the second semester.
- Celebrate good attendance from the fall.

Family Check-in

How many absences do we so far this year?



February

Midyear attendance check



Midyear support

- Watch for attendance fatigue.
- Keep morning routines consistent.
- Reach out to the school early if attendance challenges begin.

Conversation Starter

Ask; "What helps mornings go smoothly for our family?"



March

Spring activities



Spring planning

- Plan around tournaments, livestock events, and community activities.
- Avoid extending spring break when possible.
- Keep school informed about scheduled absences.

Montana Tip

Weather can still change quickly in March. Keep winter gear available.



April

Testing and learning focus



Finish strong

- Schedule appointments outside testing windows when possible.
- Encourage health sleep and breakfast routines.

Family Goal

*Aim for **zero avoidable absences** this month.*



May

The last weeks still count



End-of-year momentum

Stay Focused

Montana Reminder

- Keep attendance routines throughout the final day.
- Celebrate improvement and effort.

Field trips,

events are important, but **every**

June

Celebrate and look ahead



Reflect & prepare

Celebrate

- Review the year's attendance.
- Celebrate growth, persistence, and strong habits.
- Thank everyone who helped your child get to school.

Look ahead

- Update emergency contacts.
- Plan transportation for next fall.
- Schedule summer appointments before school starts.



Monthly Family Attendance Check

At the end of each month, ask:



- How many days has my child missed?
- Were absences avoidable?
- What transportation or weather challenges should we plan for next month?
- Who can help if our usual plan changes?



Montana Family Attendance Planning Calendar 2026-2027

School or District Name and Logo Here

Customize this calendar with your district's information.

Attendance Goal:

Example: 95% or better (# of district school days or fewer a student can miss to hit 95%)

Important Dates:

Example:
First Day of School:

Last Day of School:

Back-to-School
Night:

Parent
Conferences:

Example:
Fall Spring:

Breaks:

Example:
MEA Thanksgiving Winter Break:
Spring Break:

Testing Windows:

Example:
Benchmark Testing Fall: Winter: Spring:
MAST (grades 3-8)
Window #1: dates Window #2: dates
Window #3: dates
ACT (grade 11): date

School Contact
Information:

Example:
School Address/Phone Number
School Office Number
Absence Line Number/Email
Administrator Name/Contact

Website:

