

NAME _____ DOB _____

SCHOOL _____

PARENT(S) NAME & ADDRESS

FATHER _____

MOTHER _____

ADDRESS _____

PHONE _____

DATE	REASON FOR CONTACT	REMARKS
	School Determines Truancy Violation	
	Truancy Letter #1 Sent from School	
	Parent Conference at School Site	
	Student Receives 4 th Unexcused Absence	
	Truancy Letter #2 Sent	
	SARB Officer may make Home Visit	
	Student Receives 5 th Unexcused Absence	
	SARB Hearing Date Set and Notification of SARB Members	
	SARB Hearing (Contract Signed)	
	Additional Unexcused Absences and/or Violation of SARB Contract	
	Student Cited for Truancy by Probation-Up to Three Times	
	SARB Referral to District Attorney	