

Truancy Precourt Referral Checklist – Prior to Juvenile Court Referral

Check	Strategy or Action	Changes or Improvements Made	Comments:
	Parent Meeting w/ Calhoun ISD staff	Negotiation of Contract?; improved student attendance; parent support; school follow-through	
	Prior review of Cum – CA 60 File:	Record complete, achievement information available, cumulative/history absences noted, special assistance noted and documented, cum record in order, record available at hearing	
	Current attendance log faxed to CISD	Note improved or changed attendance pattern	
	Residency changes noted	May require different building official or school district involvement	
	Detailed logs of academic interventions	After school program, tutorial, peer assistance, etc.	
	Record of other accommodations	(i.e.: schedule or team modification, etc.)	
	Detailed record of parent communication	All verbal, written or phone contacts documented (date, discussion, outcome)	
	Counseling intervention documented	All counseling sessions, referrals, or discussions documented (date, topics discussed, outcome)	
	Home visits documented	Whether or not the parent was available, if student was there to talk to school officials	
	Agency referral documented, if appropriate	Appropriate interventions to support academic improvement and improved attendance	
	Appropriate building official familiar with the case would be available for court appearance (30 minutes prior to hearing)	This individual should be knowledgeable about the student, interventions, parent cooperation, truancy causal factors	