

Please submit this form at least 8 business days prior to the hearing date along with the following documents:

- Attendance and Discipline records for the past month
- Current grades and transcript
- SART Contract and notes
- Records of prior interventions

After receiving your completed progress report packet, we will confirm the time of your meeting. It is the responsibility of the school to notify the parent of the SARB Hearing appointment logistics.

The **Contra Costa County Office of Education School Attendance Review Board**, having received a referral from _____ conducted a SARB Hearing on _____ for _____ (student), DOB _____. At this SARB Hearing Panel, a SARB Contractual Agreement with directives for the student, parent and school was created and signed. This ___ 30 ___ 60 ___ 90 day follow-up meeting is scheduled for _____.

Following is a summary of the progress made to date on this student’s SARB Contractual Agreement:

THE STUDENT:

THE PARENT:

THE SCHOOL:

ADDITIONAL INFORMATION/COMMENTS:

Distribution: Original – SARB Copy – School Copy – Parent/Student