

Project Chalkboard

REFERRAL FORM

When requesting truancy intervention from the Genesee County Prosecutor's Office, please complete this form and return to:

Genesee County Prosecutor's Office
Attn: John Potbury
900 S. Saginaw St.
Flint, MI 48502

Phone: (810) 257-3215

Fax: (810) 257-3219

E-mail: jpotbury@co.genesee.mi.us

Student Last Name: _____ First Name: _____ Middle Initial _____

School Name: _____ District: _____

School located in _____ City Township (please check one)

Gender _____

Child's Birthdate: _____ (day/month/year)

Current grade Level of Child: _____

Please indicate how many absences/tardies this child has had this school year: _____

Parent/Guardian's Name: _____

Address: _____

Have you attempted to contact this child's custodial parent or legal guardian by certified or registered mail? If so, on what dates and what was the response?

Please note any additional comments regarding the child's truancy:

NOTE: Although it is not necessary at this stage, feel free to include any supporting documents or letters that might be relevant to this case. Such information can and should be given to the police during their investigation if it gets to that stage. (See ProjectChalkboardChecklist for more information).

*** THIS DOCUMENT IS AVAILABLE ELECTRONICALLY AT www.geneseeisd.org***