

Parent Log Contact Template

Name: Wendy Piro

Date: February 19-23, 2018

Principal Residency Parent Contact Log				
Contact Date	Reason	In Person, Email or Phone	Outcome	Follow-Up
2-19-18	Bus Referrals	Phone- mother Felicia Waters	unable to leave message. Called the aunt and finally spoke to her	Z.J. received a warning- 1st Bus Referral F.J. 5 days bus suspension- 4th Bus Referral this year along with 16 ODRs
2-19-18	ODR	Phone- mother Lynn Epps	Left message	Z.G. received a warning-1st ODR for showing poor citizenship and not properly using his iPad.
2-19-18	Bus Referral	Phone- mother Shervon Roberts	Left message	D.D. received 2 days bus suspension for talking loudly, jumping in the seat, refusing to listen to the bus driver
2-21-18	Breakfast Behavior	Phone- mother Rhonda Dawson	spoke to her and send 2nd copy of letter home with T.D.	T.D. will report to class the remainder of the week. A breakfast will be brought to his class for him because he can not behave in the cafeteria line
2-21-18	Breakfast Behavior	Letter	L.G. will report to class; a breakfast will be brought to him each morning for this week.	Sent a letter home on Friday informing mom that his behavior was better this week.

2-21-18	Breakfast Behavior	Letter	F.J. will report to class; a breakfast will be brought to him each morning this week.	Due to his behavior this week this has been extended for one more week.
2-21-18	Bus Referral and ODR	Phone call- mother Laticia Jackson	K.J. will be suspended from the bus for 3 days for inappropriate behavior. This is his 6th Bus Referral and 3rd ODR	Referred to the Guidance Counselor
2-21-18	ODR	Phone call- mother Elaina Jarrell	K.J. was playing spin the bottle and trying to kiss a boy on the bus	Referred to Guidance Counselor
2-21-18	Bus Referrals	Phone call- mother Felicia Waters	Left message, gave the paperwork to the aunt in the car rider line	All three boys were written up. Referred to Guidance Counselor to contact mental health facility who is currently serving the family to make contact with their mentor.
2-21-18	Parent complaint on the bus	Phone call- grandmother Dorothy Rouse	C.R. is being bullied on the bus is what the grandmother is claiming. The bus driver told	C.R. was absent on Friday, so I will investigate more on Monday.

			a different story, but grandmother does not believe it.	
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