

Veronica C. García, Ed. D.  
Superintendent of Schools  
610 Alta Vista  
Santa Fe, NM 87505



August 2, 2017

Santa Fe Mayor's Office  
Javier Gonzales  
200 Lincoln Avenue  
Santa Fe, NM 87501

Dear Mayor Gonzales:

Over the past few years, Santa Fe Public Schools has employed four Truancy Coaches at our secondary school sites to assist with attendance and reengagement of our disconnected youth. The cost of one full-time employee is approximately \$50,000 per year. In the past these have been a grant funded positions. For the 2017-2018, SFPS unfortunately did not receive the grant needed to secure these positions. At this time I am kindly asking you to consider assisting our schools by funding one full-time Truancy Coach.

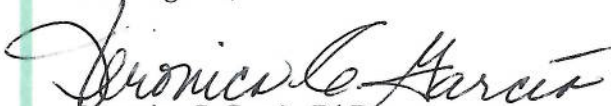
Truancy Coach responsibilities include, but are not limited to:

- Contact families of the students when a student has become disengaged and provide support services.
- Participate in conferences with students, families and school staff.
- Explore and identify reasons for truancy and/or disengagement of students.
- Create and administer the SFPS truancy letters to the families with affected students.
- Participate in weekly site-based leadership meetings to discuss the data and create action plans and next steps for truancy prevention efforts.
- Provide written reports and data spreadsheets to the school-site counselor and administrative team.
- Develop data collection procedures and baselines for measuring outcomes related to all participating youth to track and monitor truancy and youth disengagement/reengagement.
- Ensure that all required documentation, policies and systems for effective record keeping are in place for the data collection.
- Make home visits during and/or after school hours to encourage and support reengagement.
- Assist in efforts around positive attendance campaigns.

The aforementioned are all a testament to the important services provided by our Truancy Coaches within the schools. These truancy coaches have made a positive difference in our schools, as exhibited by our improved truancy rates. I hope you will consider supporting this position, as well as our continued truancy efforts.

I thank you in advance for your consideration. Feel free to contact me if you have any questions or concerns.

Best regards,



Veronica C. García, Ed.D.  
Superintendent of Schools

cc: Carl Gruenler, Chief Financial & Government Relations Officer  
Jeff Gephart, Chief Community Engagement Officer