

Truancy Mediation Program Referrals – Jordan School District

When to do truancy mediation:

- At any time you are concerned about a student's attendance up to the point you would make a referral to the juvenile court for truancy

How to make the referral:

- School will contact the parent(s) or guardian (s) and, in a non-threatening way, discuss the need for the mediation and explore three available dates/times for the mediation
- School sends truancy mediation information sheet to parent(s) or guardian (s)
- Contact Tayla Egersheim at taylae@utcourts.gov or to schedule the mediation. She will need to know the times available, student name - date of birth, and the name – phone number of the school contact person.
- Tayla will arrange for a mediator and notify the school of the mediator's name and phone number.
- The school will confirm the time of the mediation with the parent(s) or guardian (s).
- The school will schedule a language translator services through Mirsa Joosten @ 801-567-8314.

Who should attend the mediation:

- Student
- Parent(s) or guardian(s)
- All school staff involved with the student's attendance (e.g principal, assistant principal, school counselor, school psychologist, teacher, etc.)

What to expect:

- All mediations are to take place at the school
- Room size – a private room adequate for 6 – 10 people
- Plan on 2 hours per mediation (school staff are not required to be present in the mediation room the entire 2 hours. Mediations requiring a language translator will require a longer time period. The mediator will be meeting alone with the student and parent during the caucus. (It is important a school representative with the authority to make decisions remain nearby.)
- The mediator will meet individually with the student, parent and school staff.

During the mediation a school contact person provides:

- Forms (Agreement to mediate, Memo of Understanding, Evaluation forms)
- School reports (attendance & grades) for the student and parent.

After the mediation:

- File the original Agreement to Mediate and the Memo of Understanding at the school
- Provide a copy for the student and parent
- The evaluation forms will be collected by the mediation and forwarded to the Program

Please contact Tayla Egersheim @ taylae@utcourts.gov, Robert Curfew @ 801-957-7850 @ robertdc@utcourts.gov or Bart McKay (435-986-5754) or bartm@utcourts.gov with questions or to get more information.