

School Attendance Task Force (SATF)

Workgroup Action Plan Template

As your group works to develop an action plan outlining the objective(s), focus, activities and timeline for your work together, please consider the following:

1. Contact those who joined the workgroup during the August 13th SATF strategic planning meeting and invite additional members to join, as needed, to improve representation from appropriate sectors.
2. Review previous work of the SATF, including:
 - a. A Comprehensive Approach to Improving Student Attendance in Los Angeles County: A Report from the School Attendance Task Force. 2012.
 - b. Gase LN, Butler K, Kuo T, and the Los Angeles County School Attendance Task Force Workgroup. The Current State of Truancy Reduction Programs and Opportunities for Enhancement in Los Angeles County. *Children and Youth Services Review*. 2015.
3. Please complete a draft of the action plan template by October 8th and be prepared to briefly present and discuss the group's ideas during the next SATF meeting.
4. If you have questions or would like additional support, please contact Taylor Schooley at 213-427-4412 or TSchooley@ph.lacounty.gov

SATF Workgroup Action Plan

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SATF Workgroup Name				
Outcome Objective				
Population/Geographic Focus				
Activity	Specific Action	Timeline	Lead Workgroup Member(s)	Progress/Notes

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