**Recovery School Coordinator**

Monthly Narrative Report

Contract monitor: Jennifer Wyatt Service Month:Jan 2023

Report written by: Click or tap here to enter text.

**Instructions**: Please describe activities completed during the service month. Submit this report via email to Jennifer Wyatt at [jwyatt@kingcounty.gov](mailto:jwyatt@kingcounty.gov) no later than the 15th business day following the end of the previous service month. Please do not list student names.

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| 1. Describe **outreach and recruitment activities** completed during the month for the Recovery School. Include specific examples of presentations given, and meetings attended, related to enrollment with parents, prospective students, Seattle Public Schools staff, community partners, sober support groups, treatment agencies, King County BHRD, and others. Note specific presentation and meeting dates in the table below. | |
| Narrative: | |
| *Date* | *Titles of presentations given and meetings attended (Add rows as needed)* |
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| 1. Describe activities completed to **build referral pathways from treatment agencies to the Recovery School**. Examples include collaborating with Recovery School personnel to determine an effective workflow, meeting with treatment personnel to streamline transitions between treatment settings and the Recovery School, drafting documents, and problem-solving. Note specific meeting dates in the table below. | |
| Narrative: | |
| *Date* | *List names and organizations of meetings (Add rows as needed)* |
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| 1. Describe activities related to **evaluation** that were completed during the month. Examples include coordinating interviews for PSESD with students, parents, or school personnel; attending meetings regarding the evaluation plan; and carrying out assigned tasks. | |
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| 1. Describe efforts made during the month to serve as a **resource to other Interagency Schools** on adolescent substance use disorder treatment. Examples of activities in this category range from sharing general training opportunities and local contacts (please include titles) to assisting school personnel in identifying options for a specific situation. | |
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| 1. Note any **other relevant activities** completed during the month, if any. *(Please type “none” if there are none to report.)* | |
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