

Education Program

961.1 PURPOSE AND SCOPE

The purpose is to establish and implement written policy and procedures to ensure communication and coordination between educators and probation staff for the effective operation of the facility school program. This policy applies to all juvenile facility staff.

961.2 AUTHORITY AND REFERENCES

- Board of State and Community Corrections Title 15 § 1370;
- State Education Code § 48645;
- Welfare and Institutions Code §§ 209, 210 & 885.

961.3 POLICY

The County Board of Education shall provide for the administration and operation of juvenile court schools in conjunction with the Chief Probation Officer, or designee pursuant to applicable State Laws. Culturally responsive and trauma-informed approaches should be applied when providing instruction. Education staff shall collaborate with the facility manager(s) to use technology to facilitate learning and ensure safe technology practices. The Chief Probation Officer or designee shall request an annual review of each required element of the program by the Superintendent of Schools, and a report or review checklist on compliance, deficiencies, and corrective actions needed to achieve compliance with Board of State and Community Corrections (BSCC) Title 15 Section 1370. A review, when conducted, cannot be delegated to the principal or any other staff of any juvenile court school site. The Superintendent of Schools shall conduct this review in conjunction with a qualified outside agency or individual. Upon receipt of the review, the Chief Probation Officer or designee shall review each item with the Superintendent of Schools. Each agency shall take whatever corrective action is necessary to address deficiencies that fall under their area of responsibility, and fully protect the educational interests of all youth in the facility.

961.4 SUPERVISION - SECURITY RESPONSIBILITIES

Facility manager(s), in conjunction with the school personnel, shall ensure the school operation is congruent with the facility's need to provide a safe and secure environment for the youth and staff.

Probation staff shall maintain supervision over youth scheduled to attend school until school personnel assume responsibility at the designated time and location.

Whenever youth are transferred from the supervision of probation staff to school personnel or vice-versa, it is the responsibility of both parties to verify the names and actual number of youth present and ensure all youth are accounted for.

When the school session is completed, probation staff shall be available at the designated time and location to assume supervision and responsibility from school personnel.

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Any pertinent information regarding the youth attending school shall be communicated between school and probation staff in a timely manner, in order to ensure and maintain a safe and secure environment for the youth and staff.

961.5 REQUIRED ELEMENTS

The facility school program shall comply with the State Education Code and County Board of Education policies, all applicable federal education statutes and regulations, and provide for an annual evaluation of the educational program offerings. As stated in the California Standards for the Teaching Profession, teachers shall establish and maintain learning environments that are physically, emotionally, and intellectually safe. Youth shall be provided a rigorous quality educational program that responds to the different learning styles and abilities of students and prepares them for high school graduation, career entry, and post-secondary education.

All youth shall be treated equally, and the education program shall be free from discriminatory action. Staff shall refer to transgender, intersex and gender-nonconforming youth by their preferred name and gender.

The course of study shall comply with the State Education Code and include, but not be limited to, the courses required for high school graduation.

Information and preparation for the High School equivalency test as approved by the California Department of Education shall be made available to eligible youth. Supplemental instruction shall be afforded to youth who do not demonstrate sufficient progress towards grade level standards.

Youth shall be informed of post-secondary education and vocational opportunities. Administration of the High School Equivalency Tests as approved by the California Department of Education shall be made available when possible.

The minimum school day shall be consistent with the State Education Code Requirements for juvenile court schools, and shall include, but not be limited to a minimum instructional day of two-hundred and forty (240) minutes except for those pupils enrolled in approved vocational education programs. The Chief Deputy Probation Officer or designee, in conjunction with education staff, must ensure that operational procedures do not interfere with the time afforded for the minimum instructional day. Absences, time out of class or educational instruction, both excused and unexcused, shall be documented. Safety and security, however, shall remain the priority.

Education shall be provided to all youth regardless of classification, housing, security status, disciplinary or separation status, including room confinement, except when providing education poses an immediate threat to the safety of self or others. Education includes, but is not limited to, related services as provided in a youth's Section 504 Plan or Individualized Education Program (IEP).

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961.6 SCHOOL DISCIPLINE

Positive behavior management will be implemented to reduce the need for disciplinary action in the school setting and be integrated into the facility's overall behavioral management plan and security system.

School staff shall be consulted on administrative decisions by probation that may affect the educational programming of students.

Except as otherwise provided by the State Education Code, suspension from school shall be imposed only when other means of correction fails to bring about proper conduct. School staff shall follow the appropriate due process safeguards as set forth in the State Education Code including the rights of students with special needs. School staff shall document the other means of correction used prior to imposing expulsion/suspension if an expulsion/suspension is ultimately imposed.

Youth who have continuing difficulty in completing a school day may be referred to the facility's multidisciplinary team. The multidisciplinary team, in conjunction with the youth, should develop a written strategy to meet the youth's educational needs.

School staff shall provide youth who are asked to leave class, due to misconduct in the classroom, with school work and instruction. School staff shall provide written incident reports to the duty officer (DO) by the end of the school day.

961.7 PROVISION FOR SPECIAL POPULATIONS

State and federal laws and regulations shall be observed for all individuals with disabilities or suspected disabilities. This includes, but is not limited to, child find, assessment, continuum of alternative placements, manifestation determination reviews, and implementation of Section 504 Plans and Individualized Education Plans.

Youth identified as English Learners (EL) shall be afforded an educational program that addresses their language needs pursuant to all applicable state and federal laws and regulations governing programs for EL students.

961.8 EDUCATIONAL SCREENING AND ADMISSION

Youth shall be interviewed after admittance and a record shall be maintained to document a youth's educational history, including but not limited to:

- (a) School progress/school history;
- (b) Home Language Survey and the results of the English Language Proficiency Assessment for California (ELPAC);
- (c) Needs and services of special populations as defined by the State Education Code, including but not limited to, students with special needs; and
- (d) Discipline problems.

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Youth will be immediately enrolled in school. Educational staff shall conduct an assessment to determine the youth's general academic functioning levels to enable placement in core curriculum courses.

After admission to the facility, a preliminary education plan shall be developed for each youth within five school days.

Upon enrollment, education staff shall comply with the State Education Code and request the youth's records from his/her prior school(s), including but not limited to transcripts, Individual Education Program (IEP), 504 Plan, ELPAC scores, immunization records, exit grades, and partial credits. Upon receipt of the transcripts, the youth's educational plan shall be reviewed with the youth and modified as needed. Youth should be informed of the credits they need to graduate.

961.9 EDUCATIONAL REPORTING

The complete facility educational record of the youth shall be forwarded to the next educational placement in accordance with the State Education Code.

The County Superintendent of Schools shall provide appropriate credit (full or partial) for course work completed while in juvenile court school in accordance with the State Education Code.

School staff shall report educational progress every thirty days as requested by probation. This information shall be entered into the Juvenile and Adult Management System (JAMS) by probation and updated in the youth's Case Plan by the assigned caseworker.

961.10 TRANSITION AND RE-ENTRY PLANNING

An education transition plan shall be developed, in accordance with the State Education Code and in alignment with Title 15, Minimum Standards for Juvenile Facilities, Section 1355.

961.11 POST-SECONDARY EDUCATION OPPORTUNITIES

The school and facility manager(s) should, whenever possible, collaborate with local post-secondary education providers to facilitate access to educational and vocational opportunities for youth that considers the use of technology to implement these programs.

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