



DJJ Bimonthly Conference Call November 8, 2017

***This Conference Call is
being recorded!!!***

**Dr. Curtis Williams
Carla Greene, M.S.**



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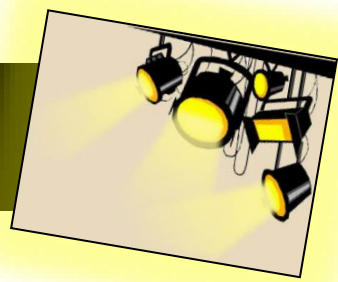
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Welcome and DJJ Spotlight: Program Recognition

Dr. Curtis Williams



DJ Spotlight: Program Recognition

Program: Orange Youth Academy (OYA)

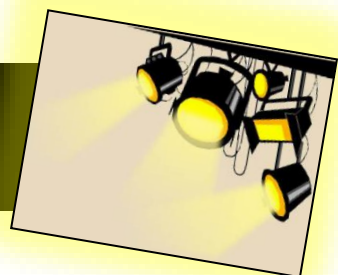
Assistant Principal: Ms. Ima McCray Lead Teacher: Ms. Charnetta Starr



❖ Students took the Armed Services Vocational Aptitude Battery (ASVAB) on Wednesday, October 11, 2017. Two students received scores that will allow them to enter any branch of the armed forces with the accompaniment of a high school diploma.

- ❖ Ten students earned the A/B honor roll for the first quarter of the 2017-18 school year.
- ❖ For the first time in OYA’s history, ALL 57 students participated in a rigorous learning activity where they presented their creative projects and artifacts about the Hispanic culture.

Ms. Charnetta Starr, teachers and support staff have been instrumental in the support of the student success stories.

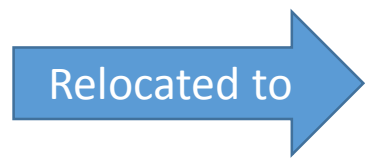


DJ Spotlight: Program Recognition



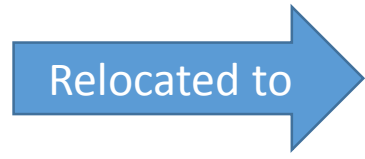
Special recognition to the following programs for the huge undertaking and incredible task of relocating programs due to Hurricane Irma. These programs have had extensive damage to their facilities and continue to be relocated. Thank you to Washington County and Cypress Creek for the continuation of educational services!

Spring Lake Academy (Desoto)
Contract Manager: Dr. Gina Stafford
Lead Educator: Sally McGill

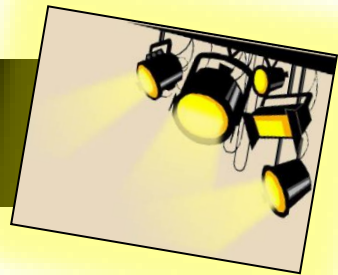


Okeechobee Youth Development Center (Washington County)
Contract Manager: Bill Lee
Lead Educator: Audie Ash

Hastings/Gulf Academy
Contract Manager: Paul Abbatinozzi
Lead Educator: Michelle Montgomery



Cypress Creek (Citrus)
Contract Manager: Debra Stanley
Lead Educator: Rob Cummins



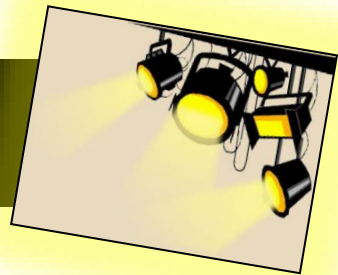
DJ Spotlight: Teacher Recognition

1st Year Teacher of the Year
for Alternative Education
in St. Lucie County



**MS. SHAWNDERA
BUTLER**

St. Lucie Regional Juvenile
Justice Detention Center



DJJ Spotlight: DJJ Teacher of the Year



FINALIST
Mrs. Kelli Goff
PACE Pasco



Teacher of the Year
Mr. Caleb Bates
Les Peters Academy



FINALIST
Mrs. Charlie Wutzler
PACE Marion



Announced at the National Symposium on Juvenile Services, October 10, 2017



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Announcements and Reminders

Dr. Curtis Williams

FDOE Juvenile Justice Education Webpage

<http://www.fldoe.org/academics/exceptional-student-edu/juvenile-justice-edu.shtml>



NEW

- Technical Assistance Paper:
Information on the Common
Assessment for Use in
Department of Juvenile Justice
(DJJ) Education Programs

FDOE Juvenile Justice Education Webpage

NEW

<http://www.fldoe.org/academics/exceptional-student-edu/juvenile-justice-edu.shtml>

- Suggested Process for Entry Transition Meeting and Activities and sample forms and templates are optional and were developed to streamline the transition process that is required by s. 1003.52(5), Florida Statutes (F.S.) and Rule 6A-6.05281(5), Florida Administrative Code (F.A.C.).
- Sample forms and templates can be used in their entirety or sections of the samples can be adopted to meet the needs of the DJJ program.
 - [Suggested Process for Entry Transition Meeting and Activities](#) (PDF)
 - [Reporting Academic Progress and Problem Solving](#) (Word)
 - [Student Education Progress Monitoring Plan](#) (Word)
 - [Student Education Transition Plan upon Entry](#) (Word)
 - [Student Educational Input - Entrance Interview](#) (Word)
 - [Education Entry Transition Meeting Notes & Checklist](#) (Word)
 - [Educational Needs Assessment - Student Records](#) (Word)



Florida Department of Education

Secondary Student Progression

2017-2018 Frequently Asked Questions

Coming Soon

<http://www.fldoe.org/academics/graduation-requirements/>



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Upcoming Conference and Webinar

RESCHEDULED
NEW DATE ANNOUNCED

Educational Strategies & Student Engagement Institute (ESSEI)

When: December 6-8, 2017

Where: Rosen Plaza Hotel, Orlando, Florida

Summary: ESSEI is a collaboration of school districts, agencies and organizations with a desire to provide and share resources and capacity-building strategies to better educate and serve Florida's student population. This event will offer participants an opportunity to learn, share and network with others. Participants will engage in more in-depth discussions about solutions to counter and prevent academic struggles, school disengagement and dropout.

<http://www.cvent.com/events/2017-educational-strategies-student-engagement-institute/event-summary-b0aa1dfcfb704d16b8ed7b52c3f820d0.aspx>

ESSEI DJJ Special Meeting

When: Wednesday, December 6, 2017, 8:00 – 10:00 a.m.

What: DJJ Special Meeting moderated by Dr. Curtis Williams (DOE Juvenile Justice Program Director), Julie Orange (DJJ Director of Education), Cindy Jones (DJJ Deputy Director of Education) and Carla Greene (DOE and Project 10 Juvenile Justice Liaison)

Summary: Informal meeting for all DJJ school district and provider education personnel to share best practices, problem-solve and provide stakeholder input

Agenda:

- Building Bridges: A conversation about building relationships between education and care and custody
- Process for complaints and problem-solving
- Process of awarding credits and verifying cumulative transcripts
- Instructional practices, specifically blended learning
- School calendars

Invitation to an ESSEI Concurrent Session

When: December 6th, 10:00 – 11:15 a.m.

Title: Put me in my right grade: A realistic and appropriate solution for DJJ education transition planning upon entry.

Description: A suggested process for students transitioning into DJJ schools will be presented as an optional best practice to streamline documentation and meet statutory requirements, particularly the development of the required Transition Plan. The provided information will also be applicable to DJJ schools using Title I, Part D funds.

Webinar: Vocational Rehabilitation (VR) Traditional Services Referral Process for Students in DJJ Residential Programs

When: November 29, 2017

Time: 10:00 – 11:30 (Eastern Standard Time)

Audience: Designee in DJJ residential programs assigned to submitting referrals and applications for VR traditional services

Note: An invitation will be sent to the Lead Educators to be forwarded to the designees.

Please RSVP at Carla.Greene@fldoe.org



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Legislative Review, Information and Announcements

Dr. Curtis Williams

Approved Rule

The following rule was approved at the September State Board of Education meeting and was effective on October 17, 2017:

6A-6.0573, Florida Administrative Code
(F.A.C.), Industry Certification Process

The purpose of this rule is to specify the procedures and timelines for implementation of an industry certification process.

Spring Assessment Announcements

Spring Assessment Testing Dates:

- The department continues to evaluate the impact of the hurricane season on affected Florida school districts.
- In consideration of the potential for the development of additional storm systems this hurricane season, the department expects to communicate information regarding any potential changes to spring 2018 assessment plans after the conclusion of the hurricane season.

Spring Testing Mode:

- As a reminder, all grades and subjects will be tested in the same mode in spring 2018 as they were in spring 2017. This includes Grade 3 ELA remaining on paper, as well as Grades 4-7 FSA ELA Writing. All other ELA and Mathematics grades will be administered via computer for spring 2018.

Tenth Annual Statewide 2018 Celebrate Literacy Week, Florida! (CLW)

- January 22-26, 2018
- Theme: “Find Yourself in a Book!”
- All schools are encouraged to participate in the CLE literacy contest and encourage students to connect to a book and book character.
- Each school category (elementary, middle and high) will compete with a slight variation to the contest theme, such as creation of student made books, character videos and movie trailers.
- Great opportunity for schools to win up to \$1,000 to support literacy efforts.
- Submissions must be postmarked by December 13, 2017, or received on December 15, 2017, by 5:00 p.m. EST.
- For CLW events and contest information, go to <http://fldoe.org/academics/standards/just-read-fl/celebrate-literacy-week/>.



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Resources: Students with Disabilities

Dr. Curtis Williams

Resource: Learning Ally and Accessible Audiobooks for Students with Disabilities

- Florida K-12 students qualify for this no-cost, state-funded program if they struggle to read print and need accommodations because of specific learning disabilities (including dyslexia), low vision, blindness and other physical disabilities.
- Membership includes:
 - Unlimited human-read audiobooks with Lexile level search filters;
 - Access to Teacher Ally, student management tool with progress monitoring;
 - FREE apps to play books on MACS, PCs, Chromebooks, Apple and Android phones and tablets; and
 - Multisensory accessible technology designed to support students with VOICEtext™ word highlighting, variable speed control, note-taking and more.
- For more information, to view the Learning Ally flyer and to enroll, go to <https://www.learningally.org/Educators/school-grants/Florida>.
- For questions, contact Learning Ally Educator Engagement Manager Kimberlie Hiler at khiler@learningally.org or 904-476-4009 or FDOE Project Liaison Victoria Gaitanis at Victoria.Gaitanis@fldoe.org or 850-245-0475.

Resource: Bookshare

- What? One-stop shop for books. Online library (over 500,00 titles for school, work and pleasure) that makes reading accessible for people who cannot read standard print.
- Who can join? Anyone with a disability that makes it difficult or impossible to read printed materials, including blindness or low vision, a physical disability, or a learning disability.
- Students and schools join for FREE.
- Members can listen to their book, follow along with highlighted text, read in braille, and customize their experience in ways that make reading easier.
- For more information, to view the Bookshare flyer and to enroll, go to <https://www.bookshare.org/cms/>.
- For questions, contact Bookshare Senior Education Program Manager, Christine Jones at christinej@benetech.org or 650-352-0210 or FDOE Project Liaison Victoria Gaitanis at Victoria.Gaitanis@fldoe.org or 850-245-0475.

LRP Special Ed Connection®

- Online resource is provided by the Bureau of Exceptional Education and Student Services to all school and district employees at no cost to districts.
- Exceptional student education directors have a login password that should be shared with employees in their district, such as teachers, psychologists, district staffing specialists, principals, superintendents and others who can benefit.
- Multitude of in-depth information on special education issues, case law, and definitions; current and developing news stories; and other informative resources.
- Information can be used for staff meetings, teacher trainings and other professional development.
- To view the Special Ed Connection® website, go to <https://www.specialedconnection.com/LrpSecStoryTool/splash.jsp#>.
- For more information, view the Special Ed Connection Flyer for School Districts in the sharepod.
- For questions or to request an online or in-person demonstration of this great tool, contact your Florida training representative Kelly Whiting at kwhiting@lrp.com.



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School District and Lead Educator Fall Activities

Carla Greene, M.S.

School District and Lead Educator Fall Activities

1. Register for academy and career-themed courses.
2. Work with school district Title I Coordinator to verify Title I, Neglected and Delinquent, Survey 9 count.



Career-Themed Course Registration Reminder

School districts are annually required to register career-themed courses offered in secondary school as well as high school and middle school career and professional academies. Industry certifications earned in career-themed courses are eligible for additional full-time equivalent (FTE) membership in the Florida Education Finance Program (FEFP) calculation.

Career-themed Course Registration:

- 2017-2018 Registration is open October 16 – November 30, 2017; registration update windows in February and August 2017.
- Appendix FF of the annual Student Information System Database manual lists all registered career-themed courses.

Resources:

- For information about the registration process, please email industrycertification@fldoe.org
- CAPE Act Technical Assistance Paper - <http://www.fldoe.org/core/fileparse.php/5398/urlt/cape-act-techassist.pdf>

Title I- Neglected & Delinquent Survey 9 Reminder

- LEAs have until November 30, 2017 to select the best 30-day count window for each of their delinquent facilities.
- December 9, 2017 is the due date for Survey 9.
- LEAs should select the best 30-day count window for each facility.
- One of the days must be in the month of October.



County Jail



DJJ Detention

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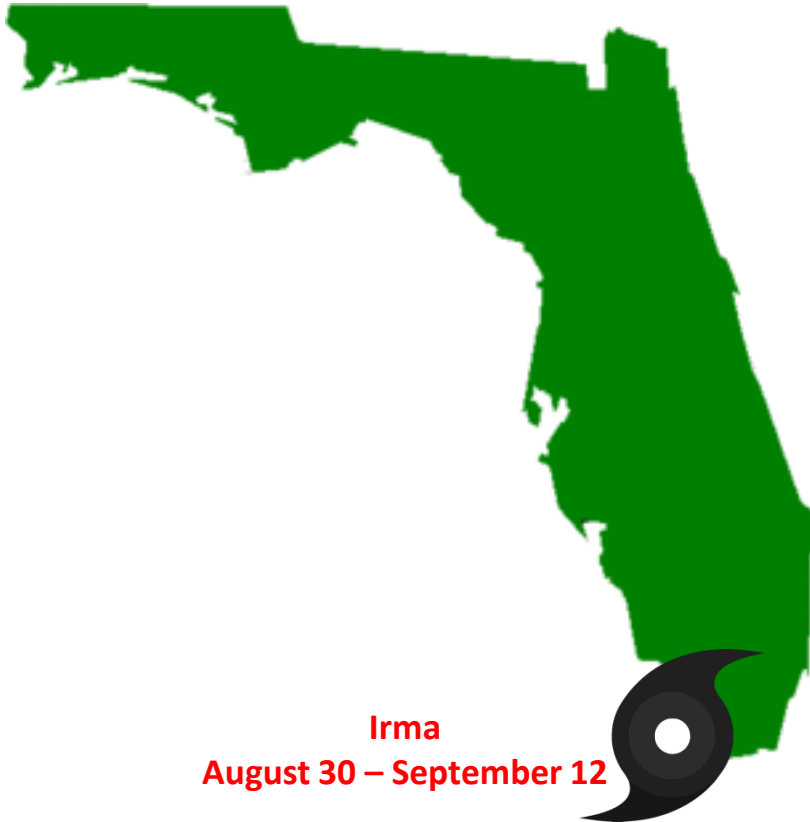


DJJ Commitment

Survey 9

The Effects of Hurricanes on the Annual Count Window

Florida has experienced two major hurricanes during the Survey 9 Count Window



Irma
August 30 – September 12

Jose
September 5 – 22

- Some DJJ facilities may have had to evacuate to other facilities outside of the LEAs in which they are located.
- LEAs who temporarily lost students as a result of the evacuation should consider selecting count windows outside of the storm date ranges
- LEAs with DJJ facilities that served as shelters should consider the influx of students when selecting their count windows.

Contact Information for Title 1, Neglected and Delinquent Inquiries

Sonya Morris (Interim)

Bureau Chief

Bureau of Federal Educational Programs

Florida Department of Education

Phone: 850-245-0479

Fax: 850-245-0697

Alvita Howard

Program Specialist IV, Title I, Part D and Title VI

Bureau of Federal Educational Programs

Florida Department of Education

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DJJ EDUCATION HOT TOPICS

Carla Greene, M.S.



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**Reminders for Receipt of Educational Records,
Student Management Information System and
Guidance Services in DJJ Residential Programs**

Important to Note



- Reminders are not intended to assign responsibilities to personnel.
- Although these “hot topic” slides focus on residential programs, most of the reminders and best practices for the personnel pertain to detention, day treatment and prevention programs as well.

Transfer of Educational Records Review

Misconception: All known educational records are always included in the Juvenile Justice Information System (JJIS) Electronic Commitment Packet (ECP)

Top 2 critical records often missing from ECPs:

1. Cumulative transcript (often just attendance, behavior records and grades in progress)
2. Individualized Education Plan (IEP), Section 504 Plan and English Language Learner (ELL) Plan

Transfer of Educational Records Review

Juvenile Probation Officers (JPOs) are responsible for obtaining the educational records from the school districts and uploading the records into JJIS.

- ❖ Many JPOs have been given access to their school district's management information system (MIS) and have the authority to print educational records; however, most, if not all, have not been given authorization to print CUMULATIVE transcripts. JPOs also do not have direct access to print IEPs, Section 504 Plans and ELL Plans, if applicable.

Registrar or Personnel Responsible for Receipt of Educational Records

- Review the Educational Records Coversheet and ALL educational records provided in the Electronic Commitment Packet.



ECPs may not have ALL records or most recent/updated records.

- Records requested by the JPOs that SHOULD be included in ECP:
 - ✓ Cumulative Transcripts
 - ✓ Withdrawal form with grades in progress
 - ✓ Attendance and discipline records
 - ✓ IEP and psycho-educational evaluation, if applicable
 - ✓ 504 Plan or ELL Plan, if applicable

Registrar or Personnel Responsible for Receipt of Educational Records

- Best Practice to request the following additional records to complete the educational records portfolio:
 - ✓ Most recent report card and progress reports
 - ✓ Statewide assessments scores
 - ✓ Health and immunization records
 - ✓ IEP Records:
 - *Progress Reports for attainment of IEP goals and objectives*
 - *Functional Behavior Assessment*
 - *Behavior Intervention Plan*
 - ✓ *Multi-tiered System of Support (MTSS) Documentation, if applicable*

Registrar or Personnel Responsible for Receipt of Educational Records

If educational records from ECP are incomplete:

1. Request educational records from School District Transition Representative responsible for Commitment Staffings and educational records.
<http://www.djj.state.fl.us/docs/education/transition-contacts830008EC6C1D.pdf?sfvrsn=2>
2. Request additional educational records from schools self-reported by the student or parent(s) or guardian(s).
3. Notify your assigned DJJ Regional Education Coordinator if unable to obtain a copy of student records. Regional coordinators will assist with obtaining all educational records, including IEPs, 504 Plans and ELL Plans, if applicable.

Registrar or Personnel Responsible for Receipt of Educational Records

53 School Districts in Florida utilize Portal for Exceptional Education Resources (PEER)

- Refer to the PEER school district map when a new student is enrolled. Contact Carla Greene or PEER Support (PEERSupport@fldoe.org) for an electronic copy.
- If a student transfers from one of the districts utilizing PEER, the student's IEP and other documents will automatically transfer to the new district after:
 - The new district submits a record for the student; AND
 - The student ID number matches the student ID number used in the previous school district.
- If the student's IEP is not transferred automatically, then contact PEERSupport@fldoe.org for additional assistance with a manual transfer.

Registrar or Personnel Responsible for Receipt of Educational Records

- If the home school district does not utilize PEER, and the IEP was not included in the DJJ ECP, contact the home school for the IEP.
- If the home school does not forward the IEP, the contact information for the Exceptional Student Education (ESE) Director of the home district can be found at the following link:
<http://app4.fldoe.org/EESSEContacts/>.

Registrar

- When enrolling the student in the district's MIS upon entry, build the cumulative transcript by including all the prior academic history.
- Quarter grades and withdrawal/grades in progress should be recorded in the school district's grade recording system in order for the student to receive credit for coursework in schools prior to enrollment in a DJJ school.
- Obtain Exceptional Student Education (ESE) data
 - ✓ Notify school district's ESE designee of students with IEPs, Section 504 Plans or MTSS data.
 - ✓ Best practice to notify VR or STAR Referral Contact.

Registrar

- Modify and finalize the student course schedule in MIS after the following:
 - ✓ ALL educational records have been received.
 - ✓ School counselor verifies final course schedule.
- Best practice to provide copies of student course schedules to all teachers.

School Counselor

Rule 6A-6.05281(5)(a), Florida Administrative Code: Key personnel relating to entry transition activities for students in juvenile justice programs include...a certified school counselor from the program school district or program personnel who are responsible for providing guidance services **under the supervision of the school district's guidance counselor.**

Suggested Best Practice for the DJJ Contract Manager:

If program personnel is responsible for providing guidance services, procedures should be developed for the supervision of guidance services by the school district's certified school counselor.

School Counselor

- Review and analyze student records and cumulative transcripts to determine current academic status.
 - ❖ A sample Educational Needs Assessment – Student Records template is available on the FDOE juvenile justice webpage (see slide 7).
- Review graduation options with student and parent to develop a plan for graduation.
 - ❖ Important to note: Any changes made to graduation options for a student of transition age with an IEP must have parental signatures.

School Counselor

- Review vocational assessments, career interest and aptitudes and develop post-secondary goals (i.e., Career and Technical Education [CTE], college, employment and career).
- Enroll students in appropriate courses based on a review of past educational records, Educational Records Coversheet for Commitment Staffing, current academic status, entry assessments, statewide assessments, student progression requirements, plan for graduation, postsecondary goals and IEP, if applicable.

Section 1003.52(5), Florida Statutes, requires course enrollment to be based in part on the education programs available in the school district in which the student will return.

School Counselor

- Develop the student's education transition plan, as required by s. 1003.52, F.S., based on the information collected and the agreed upon student's plan for graduation, academic goals while in the DJJ program, postsecondary academic goal and postsecondary employment and career goal.
 - ❖ A sample Student Education Transition Plan Upon Entry is available on the FDOE juvenile justice webpage.
- Best practice to provide a copy of the transition plan to the DJJ case manager to reference or incorporate into the DJJ Performance Plan.

School Counselor

Common Mistakes with Student Course Schedules

- Enrolling students in courses based on a uniform “grade level” schedule and NOT courses identified through a credit analysis for student progression and graduation requirements.
- Enrolling students in a “temporary” schedule until all educational records have been received and then NOT modifying and finalizing the course schedule.

School Counselor

Common Mistakes with Student Course Schedules

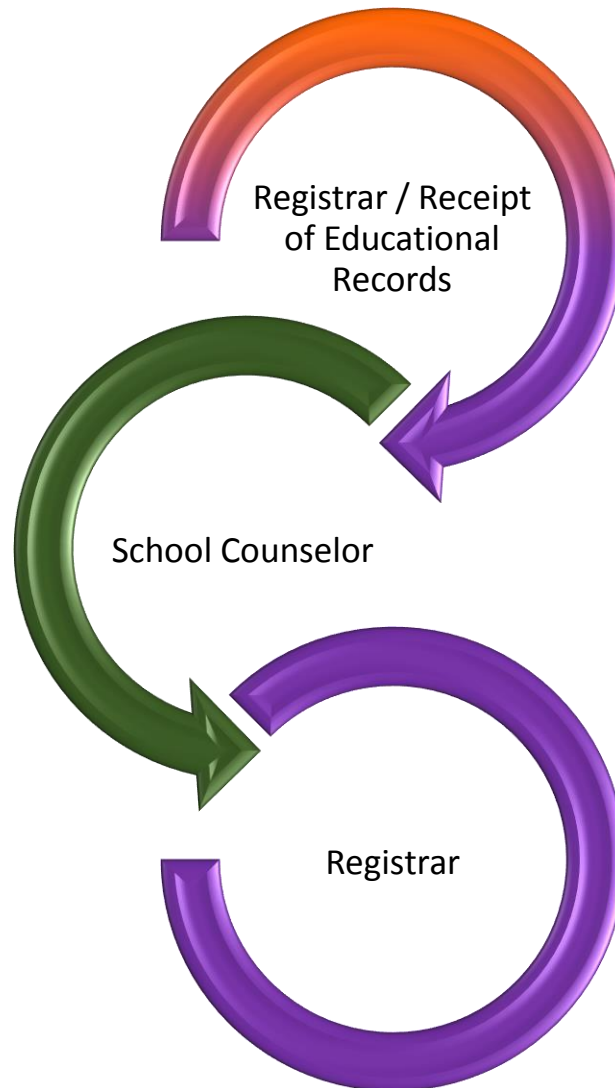
- Enrolling students in courses in which they have already passed or earned high school credit (repeat courses).
 - ❖ Do not assume that because a student does not have a .5 credit for the first semester of a course with an EOC requirement that the student must re-take the semester course.
 - In the first semester of a course with an EOC, the two quarter grades can be reported on the academic history; however, the semester average and half of a credit (.5) cannot be issued at the end of the semester.
 - 1.0 credit cannot be issued until the EOC constitutes 30% of the final grade.

School Counselor

Common Mistakes with Student Course Schedules

- NOT utilizing credit recovery courses. If students failed a course, they are often re-enrolled in the same course and bound to seat time versus enrolling in credit recovery courses with no seat time requirement.
 - ❖ Important to note about credit recovery courses:
 - .5 elective credit (maximum value of 1.0).
 - No seat time requirement.
 - Can be offered as needed throughout the school year.
 - Students must have previously attempted the corresponding course (or EOC assessment).
 - Credit recovery courses have the same standards as their respective academic core course; however, credit recovery courses are assigned a different course code number (i.e., Algebra I – 1200310/Algebra I CR – 1200315).

- Review all records, determine current academic status and create student course schedule.
- Determine goals for graduation, employment, career and postsecondary education.



- Obtain complete educational records.
- Obtain ESE data
- Enroll student in MIS.

- Finalize MIS data.
- Modify and finalize course schedule, if applicable.



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Next DJJ Bimonthly Conference Call

Wednesday, January 24, 2017
10:00 a.m. (Eastern Standard Time)



Contact Information

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