

South Bend School District and Pacific County Youth Offender Plan

The South Bend School District will provide educational services to youth offenders at Pacific County Jail either on-line through APEX or through the use of a certificated teacher depending upon the unique situation that each youth offender may provide. These services will be provided at the jail in a reasonable amount of time after the district has been notified by the jail within five days of a qualifying youth being detained. All curriculum and delivery methods will meet state and federal law.

If on-line services are required, then the district and jail will work together to provide necessary hardware and on-line access. Any costs incurred by the jail in order to establish and deliver on-line access will be invoiced to the district for reimbursement. If books and other supplies are required, the district will provide those as appropriate to meet the needs of the student if not available through the jail.

The district will utilize certificated staff approved by the jail to coordinate the approved and agreed upon course of study and delivery. The district will work with the jail supervisor to insure that all supplies and materials meet any and all safety and security needs of the jail.

The district will work immediately, upon notification of a youth offender, to put together an appropriate program based upon age, previous schooling, number of credits and any other pertinent information related to the student.

Services will be provided at the jail in a safe and secure setting based upon the security needs of the jail and the safety of the instructor during a pre-arranged visiting schedule.

Youth who turn 18 while receiving services under this plan, may be allowed to continue the educational services provided by the school district depending upon the youth's current classification, current demeanor, and available jail and district resources.

The jail agrees to notify OSPI as soon as practical upon the closure of the jail or the adoption of a policy that no juvenile shall be held in the adult jail facility.

Contact Information:

South Bend School District: Mike Morris, Supt. 360-875-6041
Pacific County Jail: Steve Sultemeier, Inspector 360-875-9398

Instructional Service Plan For School Districts and Adult Jails

Submitted by the South Bend School District

And the Pacific County Adult Jail

Staff from the above school district and the above adult jail facility met on October 25, 2010 to create this Instructional Service Plan regarding making available educational services to juveniles under the age of 18 incarcerated in the above adult jail, residing within the respective school district boundaries.

It is estimated by the adult jail's previous four years, that approximately zero (0) juveniles under the age of 18 years will be incarcerated in the adult jail between September 30, 2010, and September 30, 2011. The location where the juveniles will receive educational services is set to occur in regular or attorney visitation depending upon educational need and juvenile's classification.

If it is set forth in policy, attach a copy of the current signed and dated policy to this document (attached policies and procedures 1202 and 1203, and Jail Guideline J.03.00.00).

The following plan will be put into place, making a program of educational services available during the 2010–11 school year, when and if an individual under the age of 18 is incarcerated in the adult jail:

1. The adult jail staff Supervisor will notify the South Bend School District Superintendent within five (5) school days each time an eligible youth has been incarcerated in the adult jail.
2. The adult jail and school district will negotiate and execute a written contract for each school year, or such longer period as may be agreed to, that delineates the manner in which their respective duties and authority will be cooperatively performed and exercised, including disputes and grievance resolutions.
3. Incarcerated juveniles under the age of 18 will be offered a program of education for 220 school days per year or until transferred or released from custody, whichever occurs first, when the eligible youths are incarcerated in the adult jail for more than (5) days.
4. One of the following methods of educational services will be used (Check one):
 - a. Institution Education in a classroom setting with multiple youth (per WAC 392-122-200)
 - b. Alternative Learning Experience (per WAC 392-122-228)
5. Attach a written narrative description outlining:

- a. The plan as to where and how educational services will be made available to individuals under the age of 18 in the event they are incarcerated in the adult jail facility. (The plan must meet the accountability requirements of RCW 28A.194 and address the model which will be used to deliver the educational services.)
- b. Language whereby the adult jail facility, as required, will notify OSPI as soon as practicable upon the closure of any adult jail facility or on the adoption of a policy that no juvenile shall be held in the adult jail facility.
- c. Name of the educational program provider or if it will be contracted (and with whom).
- d. How curricula delivery and instructional methods will align with applicable requirements of state and federal law.
- e. Brief description of supplies, equipment, and instructional material to be purchased or provided for the program.
- f. Outline staffing sufficient to conduct the education program (subject to security clearance of the adult jail facility).
- g. The arrangement between the adult jail and the school district whereby the adult jail will notify the school district within five school days when a juvenile is incarcerated in the adult jail.
- h. Plan of how a program of educational services will be made within five school days of receiving notification from the adult jail facility.
- i. Description of where the educational services will be made available in the adult jail, when, and for how long.
- j. Whether or not juveniles who turn 18 years of age while being served by the educational program will be allowed to continue services.
- k. The contact persons (name, title and contact information) for the school district and the adult jail facility.

Resources

Professional development opportunities are available through OSPI for districts providing educational program services to incarcerated juveniles. These opportunities are in the form of Institution Education Administrator meetings, held quarterly during the year. Staff meet to discuss the current education laws, regulations, news, and to learn about upcoming changes in the world of incarcerated juveniles. In addition, there is an annual statewide conference for those in the field of education for incarcerated youth. <http://www.k12.wa.us/InstitutionalEd/default.aspx>

School districts providing educational programs to multiple youth incarcerated in adult jails can apply through OSPI for Federal Title 1 Neglected-Delinquent funds to provide transition services to the juveniles. In order to be qualified, the district must report the number of youth incarcerated in the month of October each year. (Further information can be found at: www.neglected-delinquent.org)

School district and adult jail representatives signing below have attached formal policies (if available) and have attached a written narrative Instructional Service Plan as required.

School District Representative
Printed Name

Signature

School District Representative Title

Date

Adult Jail Representative
Printed Name

Signature

Adult Jail Representative Title

Date

Send all documents to Kathleen Sande, OSPI Institution Education Program Supervisor, at Kathleen.sande@k12.wa.us or at Office of Superintendent of Public Instruction, P.O. Box 47200, Olympia, WA 98504-47200.