

GEORGIA DEPARTMENT OF JUVENILE JUSTICE	Transmittal # 18-15	Policy # 13.35
Applicability: <input type="checkbox"/> All DJJ Staff <input checked="" type="checkbox"/> Administration <input type="checkbox"/> Community Services <input checked="" type="checkbox"/> Secure Facilities	Related Standards & References: ACA Standards: 4-JCF-5D-12, 3-JDF-5C-04 DJJ 21.1	
Chapter 13: EDUCATION	Effective Date: 8/15/18 Scheduled Review Date: 8/15/19 Replaces: 8/15/17 Office of Education	
Subject: EDUCATION QUALITY ASSURANCE	APPROVED:  <hr/> Avery D. Niles, Commissioner	
Attachments: None	APPROVED:  <hr/> Avery D. Niles, Commissioner	

I. POLICY:

Department of Juvenile Justice-Georgia Preparatory Academy (DJJ-GPA) shall operate an internal quality assurance program to determine the quality and consistency of educational and CTAE services provided within applicable laws, rules, regulations, standards, and policies. The internal quality assurance program shall be coordinated by the Office of Education. Additionally, the DJJ Office of Continuous Improvement shall provide support by conducting routine reviews.

II. DEFINITIONS:

AdvancED/Southern Association of Colleges and Schools (SACS): The representation of the unified policies and procedures for accreditation from AdvancED’s Accreditation Divisions. SACS conducts educational reviews every five years.

COMPSTAT: A comprehensive report documenting the numerical indicators used to identify monthly trends.

Office of Continuous Improvement (OCI): Provides performance and outcome-based monitoring to accurately and efficiently determine and thoroughly document the level or quality of services being provided within the total context of the mission of the Department of Juvenile Justice.

III. PROCEDURES:

- A. The Office of Education will discuss quality assurance to identify systemic concerns or areas in which the DJJ educational program may be enhanced.
- B. Each Regional Principal will perform internal evaluations annually using the OCI self-audit tool. The findings will be reported to the local school.

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- C. The Office of Continuous Improvement (OCI) will conduct formal, on-site comprehensive evaluations of each school. OCI may conduct additional evaluations if warranted by the circumstances. (See DJJ 21.1, Program Evaluations.)
- D. Special Education Curriculum Specialists will routinely conduct an onsite and/or online audit of special education records for their designated sites. Reports of findings will be forwarded to the Director of Special Education, Regional Principals, and education staff.
- E. Education Curriculum Specialists will monitor teacher instruction to ensure that it is effectively meeting the needs of students. Curriculum Specialists will monitor the implementation of standards-based curriculum aligned to Georgia DOE Frameworks. Reports of findings will be forwarded to the Director of Curriculum, Regional Principals, and education staff.
- F. Regional Principals will compile data for each of their assigned schools monthly and submit a COMPSTAT report to the Office of Education.
- G. Each school will maintain compliance with the standards established by the Office of Continuous Improvement.
- H. Each school will be compliant with the AdvancED/Southern Association of Colleges and Schools (SACS) standards and will cooperate with AdvancED.

IV. LOCAL OPERATING PROCEDURES REQUIRED: NO