

Albert Murray / Commissioner



DEPARTMENT OF JUVENILE JUSTICE

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April 6, 2010

DJJ Transmittal # 10-08
Effective May 1, 2010

MEMORANDUM

TO: DJJ Staff

FROM: Albert Murray
Commissioner

A handwritten signature in cursive script that reads 'Albert Murray'.

RE: DJJ 13.1, School District
DJJ 13.2, School Board
DJJ 13.3, School Calendar
DJJ 13.4, Educational Staffing and Professional Staff Development
DJJ 13.10, Curriculum
DJJ 13.11, Instruction
DJJ 13.12, Student Grades
DJJ 13.20, Student Attendance
DJJ 13.21, Student Classroom Behavior

DJJ 13.1, School District, states that as a Special School District with all of the powers, privileges and authority of any other school district, the Department of Juvenile Justice shall follow all applicable rules and regulations of the State Board of Education. This policy replaces the existing DJJ 13.1, School District. The policy does not require local operating procedures. There were no changes made to the policy.

DJJ 13.2, School Board, states that as a Special School District with all of the powers, privileges and authority of any other school district, the Department of Juvenile Justice shall follow all applicable rules and regulations of the State Board of Education. This policy replaces the existing DJJ 13.2, School Board. The policy does not require local operating procedures. There were no changes made to the policy.

DJJ 13.3, School Calendar, states that the Department of Juvenile Justice shall adopt a school calendar that meets the requirements of the Georgia State Board of Education. This policy replaces the existing DJJ 13.3, School Calendar. The policy does not require local operating procedures. There were no changes made to the policy.

DJJ 13.4, Educational Staffing and Professional Staff Development, states that Department of Juvenile Justice professional educational personnel shall hold valid Georgia certificates, work in their fields of certification, and meet minimum criteria for licensure developed by the Georgia Professional Standards Commission. This policy replaces the existing DJJ 13.4, Educational Staffing and Professional Staff Development. The policy does not require local operating procedures. The following changes were made to the policy:

- In YDCs, all teachers will hold a valid Georgia certificate and meet “highly qualified” criteria set by the Georgia Professional Standards Commission (PSC). (See Section B.)
- In RYDCs, teachers will hold a valid Georgia teaching certificate. (See Section C.)

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- Employees with a professional credential not in good standing (e.g., suspension, sanctions, restrictions, expiration) which limits their ability to perform assigned duties will be subject to dismissal. (See Section D.)
- Regional Principals/Principals and facility Directors will conduct monthly reviews of certificates to ensure all educational staff certificates are current and valid. (See Section E.)
- Section F. lists the general job responsibilities of teachers.

DJJ 13.10, Curriculum, states that the Department of Juvenile Justice shall utilize a curriculum that meets the requirements of the Standards for Georgia Public Schools and the rules and regulations of the State Board of Education for the provision of regular, special, and vocational education. This policy replaces the existing DJJ 13.10, Curriculum. The policy does not require local operating procedures. The following changes were made to the policy:

- Students from RYDCs may be securely transported to another testing location for the purpose of taking the examination. (See Section G.6.)
- In RYDCs, students may receive GED preparation materials and be issued pre-GED Curriculum Activity Packets (CAPs). (See Section G.7.)
- 8th graders must pass the math and reading sections of the Criterion-Referenced Competency Test (CRCT). (See Section J.1.)

DJJ 13.11, Instruction, states that Department of Juvenile Justice schools shall provide and adhere to the curriculum and instructional standards set by the Georgia Department of Education. This policy replaces the existing DJJ 13.11, Instruction. The policy requires local operating procedures for secure facilities. The following change was made to the policy:

- Youth will use the internet only as outlined in DJJ 13.13, Youth Internet Use and Safety. (See Section H.)

DJJ 13.12, Student Grades, states that numerical grades shall be recorded in all courses for which credit is given. This policy replaces the existing DJJ 13.12, Student Grades. The policy does not require local operating procedures. The following change was made to the policy:

- 8th grade students must also pass the math and reading sections of the Criterion-Referenced Competency Test (CRCT). (See Section E.1.)

DJJ 13.20, Student Attendance, states that youth shall participate in educational programming. This policy replaces the existing DJJ 13.20, Student Attendance. The policy requires local operating procedures for secure facilities. The following changes were made to the policy:

- The teacher will monitor student attendance for each class period. (See Section B.1.)
- A youth absent from school for non-disciplinary reasons will be provided 330 minutes of daily coursework assigned by a certified teacher, unless exempted from receiving coursework for medical/mental health reasons by medical or mental health staff. (See Section D.1.)
- If the student is a special education student, a certified special education teacher will provide 330 minutes of daily coursework, unless exempted from receiving coursework for medical/mental health reasons by medical or mental health staff. (See Section D.2.)
- Encounters with confined students will be conducted in a face-to-face interactive manner, with the room door open. (See Section E.5.)
- Educational visits will be documented on the Confinement Checks Form (Attachment A). (See Section E.6.)

DJJ 13.21, Student Classroom Behavior, states that Department of Juvenile Justice Schools shall provide a positive classroom environment conducive to learning. This policy replaces the existing DJJ 13.21, Student Classroom Behavior. The policy does not require local operating procedures. The following change was made to the policy:

- The DJJ School Rules (Attachment A) will be posted in each classroom. (See Section A.)

INSTRUCTIONS:

DJJ Policy Manual

Remove the following policies from the policy manual

- DJJ 13.1, School District
- DJJ 13.2, School Board
- DJJ 13.3, School Calendar
- DJJ 13.4, Educational Staffing and Professional Development
- DJJ 13.10, Curriculum
- DJJ 13.11, Instruction
- DJJ 13.12, Student Grades
- DJJ 13.20, Student Attendance
- DJJ 13.21, Student Classroom Behavior

Place the following new policies in the policy manual

- DJJ 13.1, School District
- DJJ 13.2, School Board
- DJJ 13.3, School Calendar
- DJJ 13.4, Educational Staffing and Professional Development
- DJJ 13.10, Curriculum
- DJJ 13.11, Instruction
- DJJ 13.12, Student Grades
- DJJ 13.20, Student Attendance
- DJJ 13.21, Student Classroom Behavior

Make the proper notations