

## Education of Incarcerated Youth

### LEAs *with* a JDC

Pursuant to T.C.A. § 49-6-3023 and Tennessee State Board of Education Rule 0520-01-12, local education agencies (LEAs) must provide educational services to students incarcerated in juvenile detention centers (JDCs) licensed by the Department of Children's Services (DCS).

#### Juvenile Justice Point of Contact

- All LEAs are required to delegate a point of contact (POC) for juvenile justice (JJ). This person is responsible for communicating with the JDC and the in which the JDC is located in order to assist with the transfer of school records in an expedited manner. The POC will also be the individual who is notified when a student from that LEA is incarcerated.
- The JJ POC shall be the person currently filling the attendance officer position unless the LEA designates another position.
- Any designation other than attendance officer shall be done in writing and sent to the commissioner of education for approval.

#### Coding

- Each JDC has a separate code, which includes the letters "JDC" followed by a number from 01 through 17.
 

○ JDC01	Bedford County JDC	○ JDC10	Richard L. Bean Service Center/Knox County JDC
○ JDC02	Blount County JDC	○ JDC11	Rutherford County JDC
○ JDC03	Bradley County JDC	○ JDC12	Scott County JDC
○ JDC04	Davidson County JDC	○ JDC13	Sevier County JDC
○ JDC05	Hamilton County JDC	○ JDC14	Shelby County JDC
○ JDC06	Madison County JDC	○ JDC15	UHS/McDowell Juvenile Detention
○ JDC07	Middle Tennessee JDC	○ JDC16	Upper East Tennessee Regional JDC
○ JDC08	Putnam County JDC	○ JDC17	Williamson County JDC
○ JDC09	Rhea County JDC		
- When a JJ POC receives notification from a JDC that a student has been detained, enter the JDC student classification for that facility in your student information system and upload it to EIS. Please note that these codes went into effect July 1, 2018.
- While a student is coded with a JDC code, they are considered present and may not be coded as absent.

#### Course Scheduling

- Students with one of the JDC student classifications retain the course schedules/codes that existed prior to their placement in the JDC.

#### Special Education Students

- The [Tennessee Educational Policy and Procedures for Incarcerated Children with Disabilities](#) should be followed when students with individualized education programs (IEPs) are in a JDC.
- This group of students should be un-enrolled from their home LEAs and enrolled in the LEA in which the detention facility is located.
- This process will allow the receiving LEA to have access and authority over the IEP in EdPlan (EasyIEP). In addition, the receiving LEA (the one in which the facility is located) has the responsibility to ensure

compliance with IDEA and the provision of a free appropriate public education (FAPE).

### **General Education Students**

- Each LEA will be responsible for providing educational services to general education students detained in JDCs located in the LEA's jurisdiction. Educational services may be provided directly by the LEA, through contract, or through other methods deemed appropriate by the LEA.
- The LEA must provide a minimum of four hours of educational services per day.

### **Assessments**

- The receiving LEA is responsible for ensuring the required tests are administered.
- Each student will complete a nationally norm-referenced pre-test approved by the department, no later than the student's fifth instructional day at the facility.
- Each student will complete a benchmark assessment at least every four weeks the student remains incarcerated in the facility.

### **Receiving Students from Other LEAs**

- Once a student has been held in a facility outside of their home LEA for seventy-two hours, the facility will notify in writing the home LEA, the receiving LEA, and the Tennessee Department of Education of the name of the student incarcerated, the location of the incarceration, and the date the student was incarcerated.
- Students held in a facility outside of their home LEA, except special education students, will remain enrolled in the home LEA and coded appropriately with the JDC code for the purpose of generating BEP funds.
- Once a student has been held in a facility outside of their home LEA for five instructional days, the receiving LEA will request the student's transcripts from the home LEA.
- No later than the student's fifteenth instructional day in the facility, the receiving LEA shall work with the home LEA to develop an Educational Service Plan for the student.
- No later than the student's twentieth instructional day in the facility, the receiving LEA will ensure that the student begins receiving educational services.
- Upon a student's return to their home LEA, the receiving LEA will return all educational records back to the home LEA.
- The JDC codes placed into the student information system will notify the department of education of the change of placement for students. The department of education will transfer (reimburse) the funds from the home LEA to the receiving LEA on a regular basis.

### **Contact Information**

#### **Erin Christian**

Non-Traditional Educational Programs Coordinator  
[Erin.Christian@tn.gov](mailto:Erin.Christian@tn.gov)  
(901) 504-9627

#### **Scott Indermuehle**

Senior Director of IDEA, NEP, and IEA Programs  
[Scott.Indermuehle@tn.gov](mailto:Scott.Indermuehle@tn.gov)  
(615) 648-9048