

Education of Incarcerated Youth LEAS with a JDC in their District

Pursuant to T.C.A. § 49-6-3023 and TN State Board of Education (SBE) 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 Contact

- All LEAs are required to delegate a point of contact (POC) for justice-involved youth (JIY). This person is responsible for communicating with the center and the sending LEA to assist with the transfer of school records in an expedited manner. The POC will also be notified when a student from that LEA is incarcerated.
- The JIY 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 department of education for approval.

Coding

- Each detention center has a separate code, which will be 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 (closed)	JDC16 Upper East Tennessee Regional JDC
JDC08 Putnam County JDC	JDC17 Williamson County JDC
JDC09 Rhea County JDC	

- When an LEA receives notification from a JDC that a student has been detained, enter the juvenile detention center 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, the student is considered present and should not be coded as absent.

Course Scheduling

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

Special Education Students

- Tennessee State Board of Education Rule 0520-01-12, which has been revised to include requirements for students with disabilities, superseded the former Policy and Procedures for Incarcerated Children with Disabilities.
- Students placed in a center and served through an Individualized Education Program (IEP) shall be unenrolled from their home LEAs and enrolled in the LEA in which the center is located.

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 will provide a minimum of four hours of educational services per day.

Assessments

- The receiving LEA will be 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 Districts

- 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 and the receiving LEA 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 will remain enrolled in the home LEA and coded appropriately with the JDC code for the purpose of generating funds.
- Once a student has been held in a facility outside of the student's 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 eighth 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 tenth instructional day in the facility, the receiving LEA will ensure that the student begins receiving educational services.
- Upon a student's return to the student's home LEA, the receiving LEA will return all educational records back to the home LEA.
- The JDC codes input into the student information system will notify the department of the change of placement for students. The department will transfer (reimburse) the funds from the home LEA to the receiving district on a regular basis.



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