

## Education of Incarcerated Youth

### LEAs *without* 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 LEA 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 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, 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 receiving 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 receiving LEA will 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.

### **Home LEA Responsibilities**

- Students held in a facility outside of their home LEA, except for special education students, will remain enrolled in the home LEA and coded appropriately with the JDC code for the purpose of generating BEP funds.
- The home LEA will ensure the student's educational records are received by the receiving LEA no later than the student's tenth instructional day at the facility.
- 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.

### **Process for Students Returning to the Home LEA**

- 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 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 LEA on a regular basis.

### **Contact Information**

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