

Employee Acceptable Use Agreement**EXECUTIVE SUMMARY**Overview

The District recognizes the value of information systems, applications, and data as well as computers, storage, network, and other electronic devices to improve and enhance student learning. To this end, the District encourages the responsible use of these computing equipment resources in support of the educational mission and goals of the District. The District has drafted this agreement governing the voluntary use of computing resources listed as part of this agreement, to provide guidance to District employees regardless of whether the District provides the equipment, or the individual/group obtains the same through donations from any organization.

Purpose

The purpose of this the Employee Acceptable Use Agreement is to establish acceptable and unacceptable use of any computing device or electronic resource listed as part of this Agreement. All users of computer equipment listed, including but not limited to, servers, both wired and wireless networks, storage media, as well as software, operating systems, accounts, and any type of system installed on this equipment on-premise at the District, are covered by this Agreement. It is the responsibility of every employee to know and understand this agreement and to conduct their activities accordingly.

Scope

All District employees, including all personnel affiliated with the school that will be using the computing equipment listed, shall adhere to this Agreement.

This Employee Acceptable Use Agreement applies to the use of the District-provided IT resources, regardless of the geographic location, as follows:

- Data and system use shall comply with the District policies and standards found in the District Board-approved [policies](#).
- Unauthorized access to data and/or systems is prohibited.
- Users must prevent unauthorized disclosure or modification of sensitive information/data, including Personally Identifiable Information (PII).
- While using the District network, users should have no expectation of privacy. The District has the right to monitor all traffic on the District network.

ACCEPTABLE USE OF INFORMATION SYSTEMS, APPLICATIONS, AND DATAEmployees shall:

- In accordance with District [procedures](#), immediately report all lost or stolen equipment, known or suspected security incidents, known or suspected security agreement violations or compromises, or suspicious activity. Known or suspected security incidents are inclusive of an actual or potential loss of control or compromise, whether intentional or unintentional, of authenticator, password, or sensitive information or data, including PII, maintained or in possession of the user.
- Ensure that software, including downloaded software, is properly licensed, free of malicious code, and authorized for installation before installing and using it on the District-owned systems.
- Log off or lock systems when leaving them unattended.

Employee Acceptable Use Agreement**ACCEPTABLE USE OF INFORMATION SYSTEMS, APPLICATIONS, AND DATA (CONTINUED)****Employees shall:**

- Complete security awareness training before accessing any system and on an annual basis thereafter. Permit only authorized users to use organization-provided systems.
- Secure sensitive information or data (on paper and in electronic formats) when left unattended.
- Keep sensitive information or data out of sight when visitors are present.
- Sanitize or destroy electronic media and papers that contain sensitive data when no longer needed, in accordance with the District records management and sanitization policies, or as otherwise directed by management.
- Only access sensitive information or data necessary to perform job functions and for which the user has the appropriate access authorization from the District.
- Use PII only for the purposes for which it was collected, including conditions set forth by stated privacy notices and published notices.

PROHIBITED USE OF INFORMATION SYSTEMS, APPLICATIONS, AND DATA**Employees shall not:**

- Access and/or share information or data outside the purview of their job function.
- Direct or encourage others to violate organizational policies, procedures, standards, or guidelines.
- Circumvent security safeguards or reconfigure systems except as authorized (e.g., violation of least privilege).
- Use another user's account, identity, or password.
- Exceed authorized access to sensitive information or data.
- Cause congestion, delay, or disruption of service to any organization-owned IT resource. For example, sending greeting cards, video, sound, or other large file attachments can degrade the performance of the entire network, as do some uses of "push" technology, such as audio and video streaming from the Internet.
- Create, download, view, store, copy or transmit materials related to sexually explicit or sexually-oriented materials.
- Create, download, view, store, copy or transmit materials related to gambling, illegal weapons, terrorist activities, illegal activities, or activities otherwise prohibited.
- Store sensitive information or data in public folders or other insecure physical or electronic storage locations.
- Share sensitive information or data, except as authorized and with formal agreements that ensure third-parties will adequately protect it.
- Disclose student educational records, including any student information or data, except as permitted by the Family Educational Rights and Privacy Act (FERPA), state and federal law, and the District Board policy.

Employee Acceptable Use Agreement**PROHIBITED USE OF INFORMATION SYSTEMS, APPLICATIONS, AND DATA (CONTINUED)****Employees shall not:**

- Transport, transfer, email, remotely access, or download sensitive information or data, inclusive of PII, unless such action is explicitly permitted by the manager or owner of such information or data.
- Store sensitive information/data on mobile devices such as laptops, smartphones, USB flash drives, or on remote systems without authorization or appropriate safeguards, as stipulated by organization policies.
- Knowingly or willingly conceal, remove, mutilate, obliterate, falsify, or destroy information/data for personal use for self or others.
- Use organization-provided IT resources for commercial purposes or in support of “for-profit” activities or in support of other outside employment or business activity (e.g., such as consulting for pay, administration of business transactions, the sale of goods or services, etc.).
- Engage in any outside fund-raising activity, including non-profit activities, endorsing any product or service, participating in any lobbying activity, or engaging in any prohibited partisan political activities.
- Establish unauthorized personal, commercial, or non-profit organizational web pages on organization-provided systems.
- Use organization-owned IT resources as a staging ground or platform to gain unauthorized access to other systems.
- Create, copy, transmit, or retransmit chain letters or other unauthorized mass mailings regardless of the subject matter.
- Use organization-owned IT resources for activities that are inappropriate or offensive to fellow employees or the public. Such activities include, but are not limited to hate speech, harassment, bullying, intimidation, or other abusive conduct that ridicules others on the basis of race, color, national origin, age, religion, marital or parental status, political affiliations or beliefs, sex (including sexual orientation and gender identity), gender expression, veteran status, genetic information, disability, or limitations related to pregnancy, childbirth, or related medical conditions of an employee.
- Add personal IT resources to existing organization-owned systems without the appropriate management authorization, including the installation of modems on data lines and reconfiguration of systems.
- Intentionally acquire, use, reproduce, transmit, or distribute any controlled information or data including computer software and data that includes information or data subject to the Privacy Act, copyrighted, trademarked or material with other intellectual property rights (beyond fair use), proprietary data, or export-controlled software or data.
- Send anonymous messages.
- Remove organization-approved IT resources from organization property without prior management authorization.
- Modify software without management approval.

Employee Acceptable Use Agreement**PROHIBITED USE OF INFORMATION SYSTEMS, APPLICATIONS, AND DATA (CONTINUED)****Employees shall not:**

- Implement the use of purchased or free software, including enrolling, rostering, or sharing any student data as part of a course curriculum without successful completion of the district software approval process.

ADDITIONAL RULES FOR SECURITY & PRIVILEGED USERS

Security and system administration personnel with elevated privileges have significant access to processes and data in systems as set forth in this section. As such, Security, Network, Systems, and Database Administrators have added responsibilities to ensure the secure operation of any the District systems.

Personnel with elevated privileges are to:

- Advise the asset owner on matters concerning cybersecurity.
- Assist the asset owner in developing security plans, risk assessments, and supporting documentation for the certification and accreditation process.
- Ensure that any changes to any system that affect contingency and disaster recovery plans are conveyed to the asset custodian responsible for maintaining continuity of operations plans for that system.
- Ensure that adequate physical and technical safeguards are operational within their areas of responsibility and that access to information/data is restricted to authorized personnel on a need-to-know basis.
- Verify that users have received appropriate security training before allowing access to any system.
- Implement applicable security access procedures and mechanisms, incorporate appropriate levels of system auditing, and review audit logs.
- Document and investigate known or suspected security incidents or violations and report them to the Cybersecurity Manager.

MAINTENANCE

- Employees are responsible for ensuring the protection and security of these devices, which includes reasonable protection from any environmental elements. Promptly report any theft of these devices to the immediate supervisor or manager.

Employee Acceptable Use Agreement**MAINTENANCE (CONTINUED)**

- The District will not guarantee or provide a warranty or replacement for these devices and any of their parts.
- If any of these devices are deemed unusable, please call the Service Desk for proper disposal of these devices.

BRING YOUR OWN DEVICE (BYOD)**Management Intent:**

The purpose of the Bring Your Own Devices (BYOD) agreement is to specify what security measures have to be in place and to define acceptable use when personal devices are used to access District systems and data.

Agreement:

The District shall establish expectations on acceptable use and controls pertaining to using personal devices whilst accessing District systems and data.

The following are strictly prohibited:

- Texting or emailing while driving.
- Access to the District emails and documents is only permitted as an exception to this Agreement if the following controls are in place.
 - The Personal Device must be protected by a passcode.
 - The Personal Device cannot be jailbroken, (i.e. modified to remove restrictions imposed by the manufacturer or operator), (e.g. to allow the installation of unauthorized software).
- District information/data cannot be shared with or sent to unauthorized third parties.
- District confidential information/data must be deleted from Personal Devices upon separation with the District.
- The District reserves the right to disconnect devices or disable services without notification.
- Lost or stolen devices must be reported to the District IT within twenty-four (24) hours. Personal Device users are responsible for notifying their mobile carrier immediately upon loss of a device.
- Personal Device users are expected to use their devices in an ethical manner at all times and adhere to the District's Acceptable Use Agreement as outlined in this document.
- Personal Device users are personally liable for all costs associated with their devices.
- Personal Device users assume full liability for risks including, but not limited to, the partial or complete loss of the District and personal data due to an operating system crash, errors, bugs, viruses, [malware](#), and/or other software or hardware failures, or programming errors that render the device unusable.
- The District will not reimburse the employee for the cost of the device or plan.

The District will not be responsible for supporting Personal Devices including connectivity to the District systems. The District reserves the right to take appropriate disciplinary action up to and including termination for non-compliance with this agreement.

Employee Acceptable Use Agreement**ACRONYMS & KEY TERMINOLOGY**

The National Institute of Standards and Technology (NIST) IR 7298, *Glossary of Key Information Security Terms*, is the primary reference document that the District uses to define common cybersecurity terms. Key terminology to be aware of includes:

Adequate Security:

A term describing protective measures that are commensurate with the consequences and probability of loss, misuse, or unauthorized access to or modification of information.

Asset:

A term describing any data, device, application, service, or other components of the environment that supports information-related activities. An asset is a resource with economic value that the District owns or controls.

FERPA:

Family Educational Rights and Privacy Act (FERPA) – the federal law in the United States that governs the privacy of student educational records.

IT:

Information Technology

Jailbroken:

Modification (a smartphone or other electronic device) to remove restrictions imposed by the manufacturer or operator, (e.g. to allow the installation of unauthorized software).

PII:

Personally Identifiable Information: Any representation of information that permits the identity of an individual to whom the information applies to be reasonably inferred by either direct or indirect means.

Spam:

Electronic junk mail or junk newsgroup postings. Messages that are unsolicited, unwanted, and irrelevant.

ENFORCEMENT

As an employee of the District and as a user of the District computer network, I have read and hereby agree to comply with all the District employee acceptable technology use policies, including those summarized in this Employee Acceptable Use Agreement, and Board policies 03.1321, 03.2321, and 08.2323, as applicable. I understand that if I violate any of those policies, I may lose access to the District technology resources and I may be subject to discipline, up to and including termination of employment.

RELATED POLICIES:

03.1321; 03.2321; 08.2323

RELATED PROCEDURES:

08.2323 (all procedures)

Alternative Education Program Profiles Jefferson County Public Schools 2020-2021

Please consult 704 KAR 19:002 Alternative Education Programs for information regarding the requirements for the operation of alternative education programs in school districts.

"Alternative education program" means a program that exists to meet the needs of students that cannot be addressed in a traditional classroom setting but through the assignment of students to alternative classrooms, centers, or campuses that are designed to remediate academic performance, improve behavior, or provide an enhanced learning experience. Alternative education programs do not include career or technical centers or departments." (KRS 160.380(1) (a) and 704 KAR 19:002).

Exceptions to information provided in profiles:

- Decisions for individual students with disabilities under the IDEA shall be made when required through the Admissions and Release Committee (ARC) process and changes in service delivery required under the IDEA shall be made to the student's Individual Education Plan (IEP).
- Decisions for students identified under Section 504 shall be made through the team process as required under federal law and corresponding District policies and procedures.

A5 Alternative Education Programs

District-operated facilities with no definable attendance boundaries that are designed to remediate academic performance, improved behavior, or provide an enhanced learning experience.

- Breckinridge Metropolitan High School
- Georgia Chaffee Teen-Age Parent Program (TAPP)
- Minor Daniels Academy
- W.E.B. DuBois Academy
- Grace M. James Academy of Excellence
- Liberty High School
- Newcomer Academy
- Pathfinder School of Innovation
 - Tentative name pending Board approval – formerly Jefferson County High School
- Phoenix School of Discovery

Breckinridge Metro

1. Program Information

Program Name	Breckinridge Metro
Location Number	129
Program Type	<p>A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improved behavior and provide an enhanced learning experience.</p> <p>Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p>
Student Ages Served	14-21
Grades Served	9-12

2. Program Purpose

Breckinridge Metropolitan High School addresses the unique needs of students who require continued placement in a structured environment to succeed in school. The school is committed to a vision and mission designed to encourage and promote responsibility and academic growth.

In addition to Breckinridge Metro's focus on standards and core content, the school has programs to enhance student learning that include reading intervention courses, credit recovery courses, Co-op, Advisory, and the use of the MAP (Measures of Academic Progress) Assessment to continually monitor reading progress.

In order to achieve this mission Breckinridge Metro:

- Maintains a high-quality and equitable educational program in a safe, positive, and resourced learning environment
- Demonstrates growth in core academic skills to reach transition readiness
- Provides and connects services and supports for academic, social, emotional, and mental health needs necessary for each student to be a competent citizen
- Creates a learning environment that is based on relationships, high expectations, and accountability that embodies the JCPS Graduate Profile

The following strategies are used to address individual learning needs: academic interventions, college-and-career readiness, social and emotional engagement, behavior planning, individual/group meetings, de-escalation strategies, soft skills training, workforce development opportunities and mental health support. Individual learning needs for students with disabilities are provided based on the student's IEP.

3. Referral/Enrollment Procedures

Eligibility Criteria	District Assignment
Type Student Assignment (Voluntary or Involuntary)	Involuntary
Process for entering students into the program	<p>District assignment is involuntary due to violations regarding adjudication, drugs, weapons and/or violence or violations of the <i>Student Support and Behavior Intervention Handbook</i>.</p> <p>Students are referred to Breckinridge Metro by the Office of Student Relations, after referral from the student's school. Once the referral is made by a school, the Office of Student Relations</p>

	<p>conducts an initial assessment, then schedules an appointment with the student and the family to review grades, attendance, and behavior, and discuss alternative assignment. At the conclusion of the meeting, families and students are informed of the assignment decision. . Students with disabilities can be referred through the ARC process.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Not applicable. Students may not self-refer.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	<p>Behavior progress sheets, attendance and grades are used to assess student readiness for exit. Students must obtain at least 80% of daily behavior points, passing all courses with no more than one "D", and record 80% or better attendance rate. Additionally students must have no violent offenses or legal charges within the community.</p>
Exit Criteria	<ul style="list-style-type: none"> • Students must have no more than one class with a D average. • Students must obtain at least 80% Attendance. • No more than 10 referrals (including bus). The extent of the referrals are taken into consideration. • In some instances, students may be exited through the ARC process. <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	<p>Student must demonstrate satisfactory growth involving behavior. Expectations are provided to both parents and students. The receiving comprehensive school will receive notification once the student is approved for exit. Multi-Tiered Systems of Support (MTSS) reengagement staff facilitate transition meetings prior to student enrollment in the comprehensive school to ensure that guidance counseling, mental health counseling, administrative and academic planning and support services are in place.</p>

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs	<p>Multiple strategies are used to collaborate with community stakeholders, including, but not limited to, businesses, churches, and private and public organizations.</p> <p>ILPA team works with DJJ workers to identify student strengths and interests and use that as a basis for the development of ILPA goals. Students receive life skills and employability training to prepare them for transition after high school completion.</p>
Composition of the ILPA Team	Assistant Principals , Counselors, Parents/Guardians, Family, Student
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Messenger notifications, mail communication, new student orientation
Person(s) responsible for guiding completion of the ILPA	Administrative team, Counselors, Teachers, Student
Person(s) responsible for monitoring progress of the ILPA	Counselors, Teachers

Georgia Chaffee Teen-Age Parent Program (TAPP)

1. Program Information

Program Name	Georgia Chaffee T.A.P.P. Big Picture School
Location Number	050
Program Type	<p>A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior or provide an enhanced learning experience.</p> <p>Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p>
Student Ages Served	11-21
Grades Served	6-12

2. Program Purpose

The mission of the Georgia Chaffee Teenage Parent Program (TAPP) is to ensure that pregnant and parenting students are college and career ready and engaged in an environment that promotes high expectations for academic achievement encompassing the whole child by nurturing intellectual development, emotional stability, physical well-being and self-sufficiency.

Vision/Core Beliefs

- Every student will be college and career ready
- Removing barriers to student success through
 - Health and Medical services
 - Social Services
 - Childcare services
- Exposure to various vocational/college career pathways through career fairs, college and technical school visits and other postsecondary opportunities
- Comprehensive support for pregnant and parenting students including a childcare center onsite with CTE classes related to pregnancy, parenting, and childcare

3. Referral/Enrollment Procedures

Eligibility Criteria	Pregnant or Parenting Teen
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	<p>A choice school application is submitted at the district level and an interview occurs with placement from the district. Students with disabilities can be referred through the ARC process.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>

Guardian/Student Self-Referral Procedure	Any parent, student or stakeholder may submit an application.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Other entry. The enrollment acceptance is based on the available space in the Childcare Development Center housed in the same building.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	<p>Not Applicable. Most students remain at the school until graduation because of the support services provided to pregnant or parenting students and their children.</p> <p>If a student wishes to change assignments to an A1 school, that process would be handled through the standard student assignment or ARC process for JCPS high school students.</p>
Exit Criteria	<p>Not Applicable. Most students remain at the school until graduation because of the support services provided to parenting students and their children.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	<p>Most students remain at the school until graduation because of the support services provided to parenting students and their children.</p> <p>When students leave TAPP to a comprehensive school or through graduation, mental health practitioners, counselors and social workers work to develop a plan based on student need and interest. That includes plans for childcare, and for exploring postsecondary educational options, employment preparation and search, and life skills training (how to balance parenting with other responsibilities).</p>

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Not Applicable
Composition of the ILPA Team	Counselor, Social Services Support Worker, Clinic Supervisor, and Teachers
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	During the registration process, the counselor meets with the parents regarding the ILPA.
Person(s) responsible for guiding completion of the ILPA	Counselor
Person(s) responsible for monitoring progress of the ILPA	Counselor

Minor Daniels Academy

1. Program Information

Program Name	Minor Daniels Academy
Location Number	202
Program Type	<p>A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior and provide an enhanced learning experience.</p> <p>Off-site program – An alternative education program located in a separate and dedicated program facility not located within the student’s assigned school</p>
Student Ages Served	11-19
Grades Served	6-12

2. Program Purpose

Minor Daniels Academy (MDA) is a safe and caring community where all learners are empowered to reach their full potential and to achieve their aspirations. The mission is to develop resilient students through a blend of academic programming, educational soft skills training and workforce development opportunities in an environment of mutual trust and respect.

Program opportunities include core content instruction and credit recovery. Other strategies include behavioral, social, and academic development.

The following strategies are used to address individual learning needs: academic interventions, college-and-career readiness, social and emotional engagement, behavior planning, individual/group meetings, de-escalation strategies, soft skills training, workforce development opportunities and mental health support. Individual learning needs for students with disabilities will be provided based on the student’s IEP.

3. Referral/Enrollment Procedures

Eligibility Criteria	District Assignment
Type Student Assignment (Voluntary or Involuntary)	Involuntary
Process for entering students into the program	<p>District assignment is involuntary due to violations regarding adjudication, drugs, weapons and/or violence, or violations of the <i>Student Support and Behavior Intervention Handbook</i>.</p> <p>Students are referred to Minor Daniels by the Office of Student Relations, after referral from the student’s school. Once the referral is made by a school, the Office of Student Relations conducts an initial assessment, then schedules an appointment with the student and the family to review grades, attendance, and behavior and discuss alternative assignment. At the conclusion of the meeting, families and students are informed of the assignment decision. Students with disabilities can be referred through the ARC process.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a</p>

	disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Not applicable. Students may not self-refer.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Behavior progress sheets, attendance and grades are used to assess student readiness for exit. To qualify for exit, students must obtain at least 80% of daily behavior points, pass a minimum of 4 of 6 classes, and record 80% or better attendance rate. Additionally, students must have no pending violent offenses or legal charges within the community. Students with disabilities may be exited through the ARC process.
Exit Criteria	<ul style="list-style-type: none"> Students must pass a minimum of 4 of 6 classes. Students must obtain at least 80% behavior points. <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Student must demonstrate satisfactory growth involving behavior. Expectations are provided to both parents and students. The receiving comprehensive school will receive notification once the student is approved for exit. Student Relations will facilitate transition meetings prior to student enrollment in the comprehensive school to ensure that guidance counseling, mental health counseling, administrative and academic support services are provided as needed.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	<p>Multiple strategies are used to collaborate with community stakeholders, including, but not limited to, businesses, churches, and private and public organizations.</p> <p>The school works in close partnership with DJJ to inform development of student ILPAs. The school also works with KentuckianaWorks, Job Corp, and Big Picture Schools "Leaving Campus to Learn" program to connect students to employment opportunities and prevent drop-out and offers CTE programs in allied health, small engine repair, and access to music creation/recording and engineering programming are provided. The school also uses Mental Health Practitioners, social workers, and counselors to do deploy family engagement strategies.</p>
Composition of the ILPA Team	Assistant Principals, Counselors, Parents/Guardians, Family, Student
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Messenger notifications, mail communication, new student orientation
Person(s) responsible for guiding completion of the ILPA	Administrative team, Counselors, Instructional Coach, Student

Person(s) responsible for monitoring progress of the ILPA	Counselors, Instructional Coach
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W.E.B. DuBois Academy

1. Program Information

Program Name	W.E.B. DuBois Academy
Location Number	191
Program Type	<p>A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior or provide an enhanced learning experience.</p> <p>Off-site program – An alternative education program located in a separate and dedicated program facility not located within the student’s assigned school</p>
Student Ages Served	11-15
Grades Served	Serves 6 th & 7 th in 2019-20 (300 students); will serve 6 th , 7 th , 8 th in 2020-21 (450 students). In 2021-22 we will add a 9 th grade class of 150 students.

2. Program Purpose

In 2018-19, W.E.B. DuBois Academy opened with an inaugural class of 150 sixth grade male students. In subsequent years, the program will grow to become a sixth through eighth grade academy serving 450 young men. The DuBois Academy is open to all male students and offers an Afrocentric curriculum and an innovative learning environment. This year over 90% of DuBois Academy students were males of color and approximately 80% of students qualify for free and reduced lunch.

The core tenets of the program emphasize academic skills such as literacy, numeracy, and digital integration. More importantly, the DuBois Academy focuses on building character and leadership attributes the school calls P.R.I.D.E. Values (Perseverance, Resilience, Initiative, Discipline, and Empathy). The school community firmly believes if it helps build better men who fully understand who they are, the greatness that lies within them, how to view the world, and how to listen to and learn from multiple perspectives, academic achievement will follow. DuBois Academy staff focus on what they want students to “be like” forty years from now, rather than a sole focus on what they want students to “test like” on the next state assessment.

As a result of its service, DuBois Academy has several metrics that illustrate success, including ranking in the top three of 23 middle schools in the district in each of the following categories: low suspension rates, student attendance, and staff attendance. Additionally, the DuBois Academy scored significantly higher than the district average in the area of sense of belonging amongst African-American males. Nationally, males of color consistently score lower than their peers on state assessments and are suspended and identified as needed ECE services more than any other peer group. The DuBois Academy, aims to demonstrate excellence amongst its students, thus supporting the district’s overall mission and vision which ensures success for all students.

Program opportunities include:

- Identification of students being Gifted/Talented in academic areas as well as in Leadership, Creativity, Visual and Performing Arts
- Leadership development
- Mentorship
- Counseling (small, group, and individual)
- Afrocentric and Multi-Cultural Curriculum
- 1:1 iPads

3. Referral/Enrollment Procedures

Eligibility Criteria	Male student
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	<p>Parents/guardians apply for their child to attend DuBois through the JCPS middle school application process. Students with disabilities can be referred through the ARC process.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Parents/guardians apply for their child to attend DuBois through the JCPS middle school application process.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Term entry. Students enroll at the beginning of the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	<p>W.E.B. DuBois did not exit any students from W.E.B. DuBois Academy during the 2018-19, or 2019-20 academic year. Students may be exited for academic, behavior, or attendance issues utilizing an 18 week process that is outlined below. Students with disabilities may be exited through the ARC process. Students with disabilities may be exited through the ARC process.</p>
Exit Criteria	<p>Students tend to stay at DuBois for the entirety of their middle school years. A student and their parent may choose to attend a different school. The standard processes for JCPS student assignment pertain.</p> <p>School Initiated Reassignment</p> <p>At the W.E.B Dubois Academy, we will make every effort to facilitate student academic success, attendance, and behavior. In the unlikely event that a student is recommended to transition from the DuBois Academy, the following steps will be made to ensure the student is in the correct placement for success.</p> <ol style="list-style-type: none"> 1. We will notify parents/guardian in writing about consistent unsatisfactory attendance, behavior, or academic performance. 2. We will request a parent teacher conference to collectively develop a plan to ensure that the student is able to maintain the principles and values of the DuBois brotherhood. 3. If the above efforts are deemed unsuccessful, the school may place a student on probation. The student will have a semester (18 weeks) to show improvement towards the goals developed during the probation meeting. 4. A school committee consisting of school staff, including principal will review the status of the probation and progression towards established goals.

	<p>5. If deemed that a student is not making satisfactory progress towards the established goals, the school will send a registered letter explaining that the student will be reassigned to their resides school.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Plans for transition to comprehensive high schools will be developed over the next 18 months for the first cohort of DuBois students who will complete 8th grade in June, 2021.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	<p>The students at the W.E.B. DuBois Academy are voluntarily (by application) enrolled therefore this is not applicable.</p> <p>We do however collaborate with outside agencies to ensure our students receive appropriate community and mental health supports. There have been a few situations that required students to receive psychiatric care outside of our building. The DuBois Academy Administration Team collaborates with the various mental health providers to ensure the most positive and smooth transition upon return to the DuBois Academy.</p> <p>The design and nature of our program is to create and execute opportunities for all students to discover and explore their interests and talents. The program also provides a multitude of opportunities for college and career readiness skills through our P.R.I.D.E. Values, Creed and expectations. We also collaborate with colleges, community partners and other stakeholders to provide our students with exposure and opportunities to begin conversations towards college and career readiness.</p>
Composition of the ILPA Team	School Counselors, Youth Service Center Coordinator, Students, Teachers and other School Leadership
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Parents/guardians apply for their student to attend the DuBois Academy. Parents are encouraged and welcome to provide input on their students' ILPA goals.
Person(s) responsible for guiding completion of the ILPA	School Counselors
Person(s) responsible for monitoring progress of the ILPA	Teaching Staff

Grace M. James Academy of Excellence

1. Program Information

Program Name	Grace M. James Academy of Excellence
Location Number	800
Program Type	<p>A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior or provide an enhanced learning experience.</p> <p>Off-site program – An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p>
Student Ages Served	11-13
Grades Served	6 th grade in 2020-2021 ; 6 th & 7 th grade in 2021-2022; will serve grades 6 th , 7 th , and 8 th in 2022-2023

2. Program Purpose

Grace James Academy opened in 2020-2021 with an inaugural class of 150 sixth grade students. In the subsequent years, the program will grow to become a sixth through eighth grade academy serving a maximum of 450 female students. Grace James Academy is an innovative STEAM school that is open to all interested female students. The school will teach STEAM in all subject areas through an Afrocentric and gender-specific lens.

Grace James Academy of Excellence strives to provide schooling to students that is unlike any experience they may have encountered. Their academic experience will be innovative, interdisciplinary, technology rich, and encourage student advocacy at all times. The Grace James Academy has a focus on the core values known as C.R.O.W.N.S. (Collaboration, Resilience, Originality, Willingness, Narrative, and Sisterhood). In order to achieve a non-traditional setting that embraces these values students will learn in and outside of the classroom with local community partners.

Program Opportunities include:

- Student Advocacy Groups
- Personalized Counseling (small, group, and individual)
- Afrocentric and Gender Specific Curriculum
- Verizon Innovative Learning School
- Community Classroom Collaborative Opportunities (Beyond the Crown Fridays)
- Mentorship

3. Referral/Enrollment Procedures

Eligibility Criteria	Female student
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	Parents/guardians apply for their child to attend Grace James Academy through the JCPS middle school application process. Students with disabilities can be referred through the ARC process.

	For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Parents/guardians apply for their child to attend Grace James Academy through the JCPS middle school application process.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Term entry. Students enroll at the beginning of the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Grace James Academy of Excellence strives to retain all students that enter their program. Our goal is to facilitate student academic success and to help all students in maximizing their full potential. If students have excessive amounts of behavior referrals (more than 3 annually) or are not passing their core academics course according to the SPP & G, then the following exit criteria will be used.
Exit Criteria	<p>If the program is deemed not the best fit for the child the following measures will be in place:</p> <ol style="list-style-type: none"> 1. Notification to parents 2. Parent Teacher Conference to develop a plan 3. Probation (One Semester) 4. Team review of probation and progress 5. Reassignment Letter <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	The transition counseling team will support students that are transitioning to high school and parent or school-initiated reassignments.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Not applicable. Attendance at Grace James is voluntary (by application)
Composition of the ILPA Team	Assistant Principals, Counselors, Parents/Guardians, Family, Student
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Electronic form will be used to invite parents and guardians to participate in the ILPA team.
Person(s) responsible for guiding completion of the ILPA	School Counselors
Person(s) responsible for monitoring progress of the ILPA	School Counselors

Liberty High School

1. Program Information

Program Name	Liberty High School
Location Number	030
Program Type	<p>A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior or provide an enhanced learning experience.</p> <p>Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p>
Student Ages Served	13-21
Grades Served	7 th – 12 th

2. Program Purpose

Liberty is a non-traditional safety net school designed to address the educational needs of 16-21-year-old high school students and 13-15-year-old middle school students. New students are enrolled every nine weeks. During the first 27 weeks, students participate in the Discovery program designed to teach life skills and learning habits. This program is designed with smaller classes allowing more one on one personalized instruction. Hands-on activities are performed on a regular basis to address the different learning styles of our students.

Instructional tools used to differentiate/individualize instruction are: SMART boards, IPADS, Chromebooks, internet access, E-School, Study Island, Corrective Reading, math and reading remediation, individual tutoring, learning style inventory, and Discovery program.

3. Referral/Enrollment Procedures

Eligibility Criteria	Middle and high school students
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	<p>Procedure for Student Assignment:</p> <ol style="list-style-type: none"> 1) Parents and student must attend an information session. 2) Go online and fill out an application (can be completed at information session). 3) Meet with Student Relations Choice School Counselor. 4) Students with disabilities can be referred through the ARC process. <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	The information sessions are posted on our website and happen quarterly. Information sessions are open to any family interested in Liberty.

Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Term entry. Students are enrolled at the beginning of a new term.
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4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	<p>In general, students at Liberty High Schools attend through graduation, so no formal exit assessment tool is used. If a student wishes to change assignments to an A1 school, that process is handled through the standard student assignment process for JCPS high school students. Students with disabilities may be exited through the ARC process.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Exit Criteria for Academic Performance	In general, students at Liberty High Schools attend through graduation, so no formal exit criteria for academic performance are used.
Exit Criteria for Behavioral Performance	In general, students at Liberty High Schools attend through graduation, so no formal exit criteria for behavioral performance are used.
Transition Strategies to Prepare Student for Exit	<p>In general, students at Liberty High Schools attend through graduation, so no formal transition strategies are in place. If a student wishes to change assignments or an ARC determines a change is appropriate, Liberty staff work with student, family, and receiving school to ensure a smooth transition.</p> <p>Students preparing to graduate receive support through the KentuckianaWorks Educational Talent Search program, college visits, ACT preparation, FAFSA completion support, and a college application fee waiver program.</p>

5. Individual Learning Plan Addendum (ILPA)

Composition of the ILPA Team	Guidance Counselors, Assistant Principals, Resource Teacher
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Guidance counselors are responsible for inviting parents/guardians, and, as appropriate, students.
Person(s) responsible for guiding completion of the ILPA	The Advisory Teachers
Person(s) responsible for monitoring progress of the ILPA	Resource Teacher

Newcomer Academy

1. Program Information

Program Name	Newcomer Academy
Location Number	186
Program Type	<p>A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior or provide an enhanced learning experience.</p> <p>Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p>
Student Ages Served	11 to 21
Grades Served	6 to 12

2. Program Purpose

Newcomer Academy (Newcomer) is a middle and high school for recent arrivals to the United States up to age 21 who are not native English speakers. Now in its 14th year of operation, the school focuses on helping students develop English language skills quickly while progressing (or catching up) in all school subjects. Most of Newcomer Academy's students attend for one to two years, with students departing at the end of the school year so they can move to a comprehensive school at the beginning of the year.

Because Newcomer accepts new students at any time, the program begins the year with about 350 students and swells to more than 700 by the end of the year. Newcomer's students hail from more than 45 different countries, and speak more than 30 languages. The program works to diversify classes with students from various backgrounds. Newcomer is a trauma-informed program that intentionally takes into consideration the background of students and seeks to build social emotional capacity and resiliency for future academic success.

New students, who are welcomed at Newcomer all year long, are quickly oriented and placed in classes. All of the program's teachers are dual-certified in English as a Second Language (ESL) and their teaching content area. Thus, students receive intensive ESL instruction and interaction in English in all of their courses.

Outside of the classroom, Newcomer Academy offers students and their families extended supports, including mental health services; an adolescent English Learner (EL) library filled with high-interest, easy to read books; a free clothing boutique; connections to partner community-based organizations and refugee agencies; a volunteer mentor program; and parent outreach activities such as open houses and adult education.

Newcomer Academy students leave the school ready to take part in comprehensive classrooms with understanding and confidence.

Newcomer provides extensive English Language instruction all day. Access to grade-level content which is taught to entering English learners in comprehensible format for all classes. All teachers are qualified in content areas and endorsed in English as a Second Language. Thirteen Bilingual Associate Instructors to support bilingual instruction and act as cultural liaisons with students and families. The program utilizes a welcome strand to address the needs of beginning Newcomers.

Our students, who are new to the US school system, are provided with lessons and opportunities to help plan for their education past high school that will include information about college and trade schools and the cost to attend those schools. Information is provided about how to apply for scholarships and how to budget while attending postsecondary education. Students attend career and college fairs at the school where local businesses are available to provide

information about their business and the requirements needed to work for them. At the Fair local colleges and trade schools are in attendance to assist students with learning what they have to offer.

For the approximately one-fifth of Newcomer students who have experienced significant interruptions in their formal education (e.g., due to lack of access, war), the program offers extra time in core areas of literacy and numeracy. Students who arrive prior to the spring are generally ready to transition to a traditional school by the end of the school year. Those who arrive later in the year may stay a second school year if not yet prepared.

Students are also provided the opportunity to meet in language groups once a week to receive more in depth lessons on skills for learning and how to access the system of education in the United States.

Trauma-informed instruction is a priority at Newcomer Academy - all staff have been trained and a mental health practitioner is on-site full-time. Collaborations with local agencies support targeted needs of immigrants and refugees.

Refer to "Persistence to Graduation" document published by Kentucky Department of Education, July 2019.

[Persistence to Graduation](#)

3. Referral/Enrollment Procedures

Eligibility Criteria	<p>Newcomer program - Students who score below a 2.0 on the World Class Instructional Design and Instruction (WIDA) placement assessment, are in grades 6 to 10, and have been in the US less than one year.</p> <p>Accelerate to Graduate (A2G) program - Students in danger of aging out (18 to 21 years old), who are within 12 credits of graduating, and who are English learners. The A2G program is designed around performance-based credits. These are students who are unable to pass the TABE due to limited English skills and are unable to take advantage of Jefferson County High School.</p>
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	<p>Students are assessed at the ESL Intake Center. If they meet the criteria for entrance, information about the services at our school are shared with the guardian. Guardian may choose to accept services at our program, or to enroll in a reside school based on their address. Students with disabilities can be referred through the ARC process.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Through JCPS ESL Intake Center.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	<p>WIDA ACCESS</p> <p>Students with disabilities may be exited through the ARC process.</p>
Exit Criteria	<ul style="list-style-type: none"> WIDA - recommended 2.1 composite.

	<ul style="list-style-type: none"> • Graduation from A2G program (refer to SPP&G) • Students with disabilities may be exited through the ARC process. • MAP Reading of 188 or higher <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	<ul style="list-style-type: none"> • Monitoring of Academic Progress (WIDA MODEL Benchmarks, MAP, passing coursework). • Meet with counselors a few times a year to go review Individual Learning Plans (ILPs) and transcripts. • Welcome strand to train students in new venture of being a student in the US. • Guidance lessons take place through Advocacy in the fall and in the spring assisting students with working on their ILP. When the students have completed their ILP in the Spring, a copy of it will be sent to the school counselor at the school they will be attending in the 2021/2022 school year. <p>All transitioning students informed of the resides school by the end of November. The students are taken to their new school on a field trip so they can become familiar with their new school and their new counselors. Those students who are accepted to a magnet schools have the same opportunity to visit their new school. Schools that are receiving Newcomer students are invited to our school to listen to the students' backpack defenses.</p>

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Because assignment to Newcomer is voluntary, this is not applicable; however, there are many partnerships with outside agencies to support students both during their time at the Academy and during the transition.
Composition of the ILPA Team	Intake center representative, guardian, counselor
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Intake center interview before enrollment
Person(s) responsible for guiding completion of the ILPA	Counselors
Person(s) responsible for monitoring progress of the ILPA	Counselors

Pathfinder School of Innovation

Tentative name pending Board approval – formerly Jefferson County High School

1. Program Information

Program Name	Pathfinder School of Innovation (tentative name pending Board approval)
Location Number	951
Program Type	A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior or provide an enhanced learning experience. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	Beginning in 2021-22, ages 11 and up
Grades Served	Beginning in 2021-22, grades 6 -12

2. Program Purpose

Beginning in the 2021-22 school year, the District will be expanding and re-visioning Jefferson County High School into a cutting edge, rigorous, first-option virtual school for grades 6 to 12, serving all students whose parents/guardians would prefer an online learning.

This program will provide:

- Student access to learning outside of a traditional classroom setting.
- Course offerings to meet the needs of ALL students with credit accumulation, credit acceleration, and credit recovery.
- Personalized instruction utilizing best practices in synchronous (Live) and asynchronous (on demand) instruction with progress monitoring.
- Engaging, challenging, and culturally responsive curriculum aligned to standards.
- Robust student supports and services to address academic, social-emotional, and family needs.
- Teachers and staff with a professional development program specific for a virtual setting to be conducted by experts in the field.

3. Referral/Enrollment Procedures

Eligibility Criteria	All students in grades 6 to 12 are eligible.
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	Parent/Guardian submits a request for transfer. Students with disabilities can be referred through the ARC process. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and

	Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Same as above
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year, subject to capacity of the program.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	<p>Enrollment is voluntary.</p> <p>All JCPS student assignment policies, procedures, and processes will apply to Pathfinder students who decide to attend a different school. Students may enroll at their resides school, or submit an application to a magnet school or program.</p> <p>Students with disabilities may be exited through the ARC process.</p>
Exit Criteria	Enrollment is voluntary, so there are no exit criteria.
Transition Strategies to Prepare Student for Exit	Standard processes for the transition students who move from one JCPS school to another will apply.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Not applicable. Voluntary placement only.
Composition of the ILPA Team	Student, Parent/Guardian, Counselor
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	This is covered during the program orientation meeting and addressed by the counselor going forward.
Person(s) responsible for guiding completion of the ILPA	Counselor
Person(s) responsible for monitoring progress of the ILPA	Counselor

Phoenix School of Discovery

1. Program Information

Program Name	The Phoenix School of Discovery
Location Number	201
Program Type (A5 or A6)	A5 – An alternative education program that is a district-operated facility with no definable attendance boundaries that is designed to remediate academic performance, improve behavior or provide and enhanced learning experience. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	11 to 19 years old
Grades Served	6 th through 12th

2. Program Purpose

The Phoenix Mission

The Phoenix is dedicated to providing every student an environment of academic and emotional support that will ensure their individual success.

The Phoenix Vision

The Phoenix School of Discovery offers a creative, challenging, and diverse learning experience that considers students' specific social, emotional, and academic needs and stresses their active involvement in their own intellectual development.

The Phoenix Cause - To ignite The Phoenix spirit -- Rise, Transform, Soar

The Phoenix Commitments - At The Phoenix we will:

1. Be compassionate and enthusiastic
2. Support each other
3. Provide a high quality education
4. Continuously improve
5. Give the best version of ourselves every day

The Phoenix Way

1. Social-Emotional Solutions
2. Effective teaching and coaching of habits, skills & strategies
3. School of Doing – Learning by Doing
4. Effective use of Blended Learning
5. Life Planned for an Innovation Era

The Phoenix School of Discovery serves students in grades six through twelve. It is a creative, challenging, and diverse learning environment that considers students' specific social, emotional, and academic needs. The Phoenix provides wrap around supports and resources for all students and offers a safe, smaller school environment and caring teachers. The school's culture and climate has been designed to work around student's academic barriers and is a positive environment that focuses on caring, respect and support.

Our students are self-directed problem solvers who are committed to academic success. Phoenix students have the ability to learn independently and be self-directed in their studies. The classes are taught using a mixture of classical teaching strategies mixed with blended learning.

The school's primary focus is not only to prepare students in grades six through twelve to reach state proficiency levels, but also to meet the needs of the students where they are and to equip them with the necessary skills to be successful in life after high school.

The Phoenix provides a range of opportunities that prepare students for college and career. Advanced Placement classes, career preparation electives, and credit recovery classes are ways that Phoenix students become prepared. The Phoenix has a strong relationship with the UPS career readiness program and Jobs for America Graduates (JAG).

3. Referral/Enrollment Procedures

Eligibility Criteria	Middle and high school students with a history of appropriate school behavior.
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	<p>The family must complete a Choice Application online. Student Relations Department calls the family and invites the student and parent/guardian to an interview. Student Relations makes the determination as to whether or not the student qualifies for enrollment. Students with disabilities can be referred through the ARC process.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	The family must complete a Choice Application online.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	<p>Other entry. For a new academic year, application window opens in April and closes in May</p> <p>Term entry. During the school year, students are enrolled at the start of each semester.</p>

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Students who need to learn self-management skills to prevent aggressive behavior are put on a School Behavior Contract.
Exit Criteria	<p>There are no exits for academic performance.</p> <p>Exit Timeline – Phoenix Exit Procedure</p> <ul style="list-style-type: none"> • If the School Behavior Contract is unsuccessful, students and parents or guardians are notified by formal letter that behavioral criteria are not being met and their student is being placed on probation with the potential of being exited. • School will develop an intervention plan for students placed on probation to prevent student exits. • Schools notify Choice Counselor of those students on the probation list and choice counselor will meet with student on assigned site visits. • School monitors progress of probationary students and modifies intervention plan and communicates with student/parent. • Schools must submit all exit forms and interventions to Student Relations Exiting System. • Beginning April 1 - School exit committee (comprised of administrators/ counselors/ teachers/ choice counselor) meets to review students on

	<p>probation and make student exit decisions. School committee reviews intervention strategies and support implementation. Intervention strategies will be listed and reported on probation form</p> <ul style="list-style-type: none"> • Students/parents will be notified of exit decision by certified mail. • Students with disabilities may be exited through the ARC process. <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	<p>Very few of our students exit the program. Students find success in the school and remain in the program to graduation. Special Education students transition through the ARC process.</p> <p>Phoenix works on preparing students for transition after high school, focusing both on employability and postsecondary access. Currently, one-half of seniors work for UPS. By the end of the school year all seniors will be placed in a job at UPS or in the Lyndon neighborhood. The school conducts employability visits with employers, where students learn about expectations for getting and holding a job. The school organizes college visits, and work closely with JCTC, UofL, Sullivan University, and other postsecondary institutions to connect students to postsecondary opportunities.</p>

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	<p>Each student that does not have an active IEP or 504 Plan has an ILPA Plan recorded in Infinite Campus (approximately 60% of students have an IEP or 504 plan). The plan addresses the changed educational needs of the student based upon entry into or exit from The Phoenix. The team members are the Student (if appropriate), Parents/Guardians, and the School Counselor.</p> <p>The ILPA will include: appropriate academic and/or behavioral needs of the student; criteria for the student's re-entry into the traditional program; and regular review of the student's progress throughout the school year while at The Phoenix.</p> <p>Teachers, student, and/or parent (guardian) will provide input into the strengths and needs of the student to assist with goal setting. Progress of the student's academic and behavior will be monitored each semester.</p>
Composition of the ILPA Team	<ul style="list-style-type: none"> • Parent / Guardian • Counselor • Student (if appropriate) • Outside agencies (if appropriate)
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Counselor calls all attendees and send ILPA invitations.
Person(s) responsible for guiding completion of the ILPA	Grade level counselor

Person(s) responsible for monitoring progress of the ILPA	Grade level counselor
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A6 Alternative Education Programs

Programs funded by the Kentucky Educational Collaborative for State Agency Children (KECSAC) serving state agency children.

- Ackerly
- Bellewood School
- Boys and Girls Haven
- The Brook – Dupont
- The Brook – KMI
- Brooklawn School
- Home of the Innocents
- Jefferson Regional Juvenile Detention Center (JRJDC)
- Louisville Day Treatment High School
- Maryhurst Academy
- Peace Academy
- St. Joseph Children's Home
- Western Day Treatment

Ackerly

1. Program Information

Program Name	Ackerly
Location Number	456
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	9-18
Grades Served	4 th -12 th

2. Program Purpose

Treatment Provider:

The 20-bed Ackerly Child Inpatient Unit at Norton Children's Hospital provides intensive diagnostic and treatment services for severely disturbed children and adolescents. These services include psychiatric and psychological evaluation, individual, group and family therapies and educational evaluations. Many children require medical evaluations in the coordination of psychiatric treatment; this is provided by consultants from the Norton Children's Hospital. Hospitalizations are as brief as possible and discharge planning is initiated at the time of admission to allow the most appropriate follow up care to be provided.

Demographics:

Population Served: Children ages 9-18

Maximum Enrollment: 20 (Rated bed Capacity is 21).

Average Length of Stay: 3-5 days

The Ackerly yearly calendar coincides with JCPS and includes a summer program.

School Program:

Ackerly School offers a comprehensive curriculum by fully certified JCPS teachers. Teachers teach the basic subject areas of English, math, science and social studies. In addition, teachers also focus on college and career readiness through developed thematic lessons. School class size averages 4-6 students to ensure that all academic and behavioral needs are being met.

School Vision - To educate the whole child by promoting a positive, structured and therapeutic environment conducive to academic and emotional growth for all students.

School Mission - To provide all students with the tools necessary to become productive members of society by helping them to make positive social, emotional and academic changes.

Ackerly abides by all federal, state and district guidelines. Ackerly supports individual learning needs of our students and help to prepare students for college and career readiness through specific lessons tailored to real world experiences, (i.e. finances, budgeting, career speakers).

Ackerly provides students with art therapy and various visiting groups (i.e. Louisville Zoo). When students are enrolled at Ackerly, if they have been previously enrolled in eSchool or credit recovery they are able to work on and complete that during school hours.

3. Referral/Enrollment Procedures

Eligibility Criteria	<p>The Norton Children's Hospital Emergency Room is the primary receiving facility for acute child and adolescent psychiatric emergencies. The division provides 24-hour coverage for this service, including face-to-face consultations throughout the week, and emergency consultations on the weekend.</p> <p>Upon admission, students are automatically enrolled as an Ackerly student in the Jefferson County Public Schools system to ensure they are not counted as absent at their regular school.</p>
Type Student Assignment (Voluntary or Involuntary)	Involuntary
Process for entering students into the program	<p>Students/patients are admitted to Ackerly based on a doctors' assessment of danger to self or others.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Students/Patients are admitted to Ackerly based on a doctors' assessment of danger to self or others.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Ackerly treatment partner works with social workers, doctors, nurses and other para-professionals to determine length of stay and criteria for exiting the program, based on individual needs of patients. Ackerly chooses when to discharge students, and then they are exited from the school. Most students are transitioned to an A1 school, but some students are sent on to an A5/A6 school based on individual needs.
Exit Criteria	<p>If a student is enrolled for longer than 30 days at Ackerly, and the student's plan is to stay for an extended length of time, then staff begins a discussion with the school counselor to discuss programmatic needs.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Conferencing with student, parent/guardian is done by Ackerly program staff. Individual student needs are discussed with treatment team during rounds to determine placement of the student.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including a court order or other social service	Ackerly teachers will work closely with psychiatrist on a daily basis to determine student strengths and weaknesses as well as kept both parties updated on student progress.
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agencies to address student transition between programs.	
Composition of the ILPA Team	Director of Residential, Associate Principal, School counselor, Clerk
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Teachers provide both strengths and weaknesses for each student enrolled, in addition, treatment partners (therapist) provide further information to support the ILPA.
Person(s) responsible for guiding completion of the ILPA	School counselor and treatment therapist work together to complete the items included in an ILPA for each student.
Person(s) responsible for monitoring progress of the ILPA	Associate Principal and Clerk

Bellewood School

1. Program Information

Program Name	Bellewood School
Location Number	035
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school.
Student Ages Served	5-12
Grades Served	K-5

2. Program Purpose

Uspiritus, a merger of Bellewood Home for Children and Brooklawn Child & Family Services, is a psychiatric residential treatment center and private childcare residential facility for adolescents and children in need of intensive therapeutic support to overcome the effects of abuse, neglect, or other family crisis situations. The Bellewood campus includes an on-site educational program operated by JCPS. The school program is designed to enable students to make a successful transition to a public school. Uspiritus-Bellewood follows the JCPS calendar and includes a summer program.

Students have access to learning opportunities in Health/Nutrition, Art, Horticulture, and Social Skills in addition to Core English/Language Arts, Math, Science and Social Studies.

3. Referral/Enrollment Procedures

Eligibility Criteria	All youth admitted into the program must be referred through Uspiritus . Some residents are committed to the Cabinet for Families and Children. Some are referred by social workers, medical personnel, and/or parents/guardians. Private referrals are also accepted.
Type Student Assignment (Voluntary or Involuntary)	Both
Process for entering students into the program	All youth admitted into the program must be referred through Uspiritus . Some residents are committed to the Cabinet for Families and Children. Some are referred by social workers, medical personnel, and/or parents/guardians. Private referrals are also accepted. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Parents/guardians may refer their children through Uspiritus.

Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.
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4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Professional Learning Communities, K-PREP, Writing Folders, Work Samples, teacher- and district-developed formative and summative assessments.
Exit Criteria	<p>Upon completion of treatment, students are released from the treatment center and transition to another school or program.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Discharge meetings and/or exit meetings, ARC meetings, Conference calls, Facilitated Staffing Meetings

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Community resources will be utilized to for individual students based upon recommendations from their treatment teams.
Composition of the ILPA Team	Social Workers, Mentors, Therapists, Program Managers, School and Treatment Staff
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Treatment Team meetings, meetings with school staff, Parent/Student and Teacher Conferences
Person(s) responsible for guiding completion of the ILPA	Teacher of Record (TOR), Associate Principal, School Counselor
Person(s) responsible for monitoring progress of the ILPA	Teacher of Record (TOR), Associate Principal, School Counselor

Boys & Girls Haven

1. Program Information

Program Name	Boys & Girls Haven
Location Number	028
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school.
Student Ages Served	11-18
Grades Served	6-12

2. Program Purpose

Boys and Girls Haven school is staffed by fully certified JCPS teachers who provide appropriate instruction to meet the academic and behavior needs of their students. The goal of the school is to overcome academic and behavior deficits and build upon student strengths in a risk-free academic environment and to address behavior issues when needed.

Once the academic strengths and deficits have been identified and the instruction provided, the students return to the community school. Successful re-entry to a comprehensive school is the goal of the faculty and residential staff. Teachers work closely with the residential staff to provide seamless support for the students. The curriculum includes academic support, development of life skills, and employment readiness.

3. Referral/Enrollment Procedures

Eligibility Criteria	Boys and Girls Haven provides 24-hour residential treatment and ancillary supportive services for children ages 11 to 18 who need, for a variety of reasons, out-of-home placement and a therapeutic setting to help them with emotional, behavioral (status offender level), and social adjustment difficulties. Two programs operate at Boys and Girls Haven—the long-term Therapeutic Care and Independent Living Program, and the Family Treatment program for middle-school-age children with an emphasis on family counseling and individual therapy.
Type Student Assignment (Voluntary or Involuntary)	Voluntary.
Process for entering students into the program	Students at Boys and Girls Haven are referred to the treatment program by social service agencies, private placement, or juvenile courts. Once the academic and behavior deficits have been improved, students can attend school at a comprehensive school. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Not applicable. Students at Boys and Girls Haven are referred to the treatment program by social service agencies, private placement, or juvenile courts.

Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.
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4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Once the academic and behavior deficits have been improved, students can attend school at a JCPS Comprehensive School. Boys & Girls Haven uses Report Cards, MAP Assessments for Reading and Math, and daily Behavior/Academic Monitoring Point Sheets.
Exit Criteria	<p>Once the academic and behavior deficits have been improved, students can attend school at a comprehensive school. Boys & Girls Haven uses Report Cards and MAP Assessments for Reading and Math, and daily Behavior/Academic Monitoring Point Sheets.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	<p>Boys and Girls Haven school is staffed by fully certified JCPS teachers who provide appropriate instruction to meet the academic and behavior deficits of their students. The goal of the school is to overcome those deficits and to nurture and support the development of strengths in a risk-free academic environment and to address behavior issues when needed. Once the academic deficits have been identified and the instruction provided, the students return to a comprehensive school. Successful re-entry to a comprehensive school is the goal of the faculty and residential staff. Teachers work closely with the residential staff to provide seamless support for the students. Students follow the JCPS curriculum, this includes eSchool and Edgenuity.</p> <p>Boys & Girls Haven staff communicates with the receiving school, and provides information regarding the student and their progress and challenges. School visits are set up to improve transitions.</p>

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including a court order or other social service agencies to address student transition between programs.	Call and/or email appropriate personnel to obtain needed information.
Composition of the ILPA Team	Student, Parent/Guardian, Teachers, Associate Principal, School Liaison/Coordinator
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Call and/or email
Person(s) responsible for guiding completion of the ILPA	Associate Principal

Person(s) responsible for monitoring progress of the ILPA	Teachers
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The Brook –Dupont

1. Program Information

Program Name	The Brook-Dupont
Location Number	019
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school.
Student Ages Served	5-13
Grades Served	K-7

2. Program Purpose

The Brook—Dupont is designed to provide continued programs for school-age children while they are inpatients or outpatients. Our main goals are:

- To allow students to follow the Kentucky Department of Education curriculum and continue their school assignments.
- To build successful experiences in the school setting and attempt to improve self-esteem.
- To provide individual and group academic instruction in exceptional child and comprehensive classrooms.
- To improve school behavior through a highly structured setting.
- To expedite student transition to the home school upon release from the hospital.

Learning opportunities are provided in Health/Nutrition, Art, Social Skills, in addition to Core English/Language Arts, Math, Science and Social Studies

3. Referral/Enrollment Procedures

Eligibility Criteria	Students at The Brook—Dupont are generally referred by social service agencies, private placement, and juvenile courts. Medical doctors admit them to the program.
Type Student Assignment (Voluntary or Involuntary)	Both
Process for entering students into the program	Students at The Brook—Dupont are generally referred by social service agencies, private placement, and juvenile courts. Medical doctors admit them to the program. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and

	Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Not applicable
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Professional Learning Communities, K-PREP, Writing Folders, Work Samples, teacher- and district-developed formative and summative assessments
Exit Criteria	<p>Upon completion of treatment, students are released from the treatment center based upon a determination by hospital staff, and transition to another school or program.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Discharge meetings and/or exit meetings, ARC meetings, Conference calls, Facilitated Staffing Meetings

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Community resources will be utilized to for individual students based upon recommendations from their treatment teams.
Composition of the ILPA Team	Social Workers, Mentors, Therapists, Program Managers, School Staff
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Treatment Team meetings, meetings with school staff, Parent/Student and Teacher Conferences
Person(s) responsible for guiding completion of the ILPA	Teacher of Record (TOR), Associate Principal, School Counselor
Person(s) responsible for monitoring progress of the ILPA	Teacher of Record (TOR), Associate Principal, School Counselor

The Brook – KMI

1. Program Information

Program Name	The Brook KMI
Location Number	020
Program Type	<p>A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p> <p>Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p>
Student Ages Served	13-18
Grades Served	6-12

2. Program Purpose

The Brook - KMI is an on-site school at The Brook – KMI Hospital. Since November 1995, this JCPS program serves students in acute care and extended care. The student body consists of hospitalized patients as well as partial hospital patients (PHP) who may live at home but return to the hospital during the day. The Brook - KMI offers other treatment programs, which include individual and group therapy, outpatient groups, family therapy, and recreational activities.

The main goal of the KMI educational program is to help troubled children lead productive lives in society, in their home, school, and community. The program teaches each student to cope with their problems by encouraging alternate behaviors that are rewarded. Individual and group instruction is provided in both special education and regular academic classes. The student can follow the JCPS curriculum or can continue with their home school's assignments. Our curriculum includes academic support, development of life skills, and employment readiness.

Pertinent information, such as immunization records, Individual Education Programs (IEPs), and textbooks with assignments, are requested from the sending school. Upon discharge, the home school is sent a withdrawal form.

3. Referral/Enrollment Procedures

Eligibility Criteria	Students at The Brook - KMI are referred to the hospital by the surrounding school districts, social service agencies, private placement, or juvenile courts and are admitted on doctor's orders or the recommendations of other qualified staff.
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	<p>Students at The Brook - KMI are referred to the hospital by the surrounding school districts, social service agencies, private placement, or juvenile courts and are admitted on doctor's orders or the recommendations of other qualified staff.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>

Guardian/Student Self-Referral Procedure	Students at The Brook - KMI are referred to the hospital by the surrounding school districts, social service agencies, private placement, or juvenile courts and are admitted on doctor's orders or the recommendations of other qualified staff.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Students at The Brook - KMI are released from the hospital and another school or program. MAP Assessments for Reading and Math are used.
Exit Criteria	<p>Students at The Brook - KMI are released from the hospital based on a determination by hospital staff, and return to their home school.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	<p>The main goal at the KMI educational program is to help troubled children lead productive lives in society, in their home, school, and community. The program teaches each student to cope with his or her problems by encouraging alternate behaviors that are rewarded. Individual and group instruction is provided in both special education and regular academic classes. The student can follow the school's curriculum or can continue with his or her home school's assignments.</p> <p>The Brook-KMI staff provide information to receiving school to ensure students supports are in place when students make a transition. All information sharing must be in compliance with the privacy protections under the Health Insurance Portability and Accountability Act of 1996 (HIPPA)</p>

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Call and/or email appropriate personnel to obtain needed information.
Composition of the ILPA Team	Student, Parent/Guardian, Teachers, Associate Principal, School Liaison/Coordinator
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Call and/or email
Person(s) responsible for guiding completion of the ILPA	Associate Principal
Person(s) responsible for monitoring progress of the ILPA	Teachers

Brooklawn School

1. Program Information

Program Name	Brooklawn School
Location Number	026
Program Type	<p>A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p> <p>Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school</p>
Student Ages Served	10-21
Grades Served	6-12

2. Program Purpose

Uspiritus, a merger of Bellewood Home for Children and Brooklawn Child & Family Services, is a psychiatric residential treatment center and private child care residential facility for adolescents and children in need of intensive therapeutic support to overcome the effects of abuse, neglect, or other family crisis situations. The Brooklawn campus includes an on-site educational program operated by JCPS. The school program is designed to enable students to make a successful transition to a public school. The average length of stay is 6 to 12 months. Uspiritus follows the JCPS school calendar and includes a summer program.

Brooklawn School offers an individualized treatment program that includes school, individual and group therapy; family therapy; and recreational activities. In the school, we provide the following:

- A safe learning environment for each student
- An individualized program of basic skills and remediation where necessary
- Small-group instruction with fully certified teachers
- Behavior management that teaches acceptable social and academic behaviors so that the students may return to their homes and regular public schools
- Vocational classes in auto technology and horticulture

3. Referral/Enrollment Procedures

Eligibility Criteria	All youth admitted into the program must be referred through Uspiritus . Some residents are committed to the Cabinet for Families and Children. Some are referred by social workers, medical personnel, and/or parents/guardians. Private referrals are also accepted.
Type Student Assignment (Voluntary or Involuntary)	Both

Process for entering students into the program	<p>All youth admitted into the program must be referred through Uspiritus. Some residents are committed to the Cabinet for Families and Children. Some are referred by social workers, medical personnel, and/or parents/guardians. Private referrals are also accepted.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Parents/guardians may refer their children through Uspiritus.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Professional Learning Communities, K-PREP, Writing Folders, Work Samples, teacher- and district-developed formative and summative assessments
Exit Criteria	<p>Upon completion of treatment, students are released from the treatment center and transition to another school or program.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Discharge meetings and/or exit meetings, ARC meetings, Conference calls, Facilitated Staffing Meetings

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Community resources are utilized to for individual students based upon recommendations from their treatment teams.
Composition of the ILPA Team	Social Workers, Mentors, Therapists, Program Managers, School and Treatment Staff
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Treatment Team meetings, meetings with school staff, Parent/Student and Teacher Conferences

Person(s) responsible for guiding completion of the ILPA	Teacher of Record (TOR), Associate Principal, School Counselor
Person(s) responsible for monitoring progress of the ILPA	Teacher of Record (TOR), Associate Principal, School Counselor

Home of the Innocents

1. Program Information

Program Name	Home of the Innocents (Includes both Weinberg and Discovery schools)
Location Number	768/769
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	5-21
Grades Served	K-12

2. Program Purpose

Vision: To educate the whole child by promoting a positive, structured, and therapeutic environment conducive to academic, emotional, and behavioral growth for ALL students.

Mission: To provide ALL students with the tools to make positive social, emotional, and academic changes necessary to be lifelong learners and productive members of society.

Activities focus on four areas: academic support, development of life skills, employment readiness, and leadership/ community involvement. The program also monitors student attendance, behavior, and progress in earning academic credits.

Student's records are requested from each school enrollment. They are reviewed and shared with the students. Student profile sheet is used for a tool to ensure all ECE, credits, and schedules are complete and reflect college and career readiness.

3. Referral/Enrollment Procedures

Eligibility Criteria	<p>Home of the Innocents operates licensed residential facilities for abandoned, abused, neglected, and homeless children. The on-site school program provides educational services to students who reside at the emergency shelter and the residential program.</p> <p>Specific Characteristics: Students who are unable to attend a regular classroom in school due to a variety of reasons, including behavior/emotional issues and/or severe medical disabilities.</p> <p>School Program: The Weinberg Academy enables children and youth admitted to the emergency shelter from outside Jefferson County to attend school immediately. Students are evaluated and given appropriate school assignments relative to the Kentucky Core Academic Standards.</p> <p>The length of stay may vary from one day to several weeks. As a result, it is the goal of the educational program to keep these students engaged in meaningful academic activities until they return to their home school, are referred to another placement, or are enrolled in a JCPS school.</p> <p>Special-needs students located in the Pediatric Convalescent Care Unit are given learning opportunities in our on-site Discovery classrooms.</p>
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	These medically fragile students attend school daily, where their medical, physical, and educational needs can be met.
Type Student Assignment (Voluntary or Involuntary)	Involuntary
Process for entering students into the program	<p>Students are referred by Child Protective Services, the Department for Community Based Services, the Children's Review Program, the Department of Juvenile Justice, Impact Plus, or Home to Home.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Not applicable. Students are referred by Child Protective Services, the Department for Community Based Services, the Children's Review Program, the Department of Juvenile Justice, Impact Plus, or Home to Home.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	<p>MAP assessment</p> <p>Common formative assessments</p> <p>Teacher-developed assessments</p>
Exit Criteria	<p>Students are most likely to exit the program due to treatment and custody needs for each student.</p> <p>Graduation would be the only reason to exit due to academic performance.</p> <p>A student may transition to another school based on a decline in behavioral incidents and increase positive behavior. The behavior team (associate principal, counselor, mental health practitioner, and treatment partner) help decide whether the student is able to be removed from behavioral supports.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	When a student transitions out to public school, not including the residential program, the school staff attempts to help provide feedback and supports for them when the student enrolls in their new school.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including	Home of the Innocents therapeutic team school coordinators, and Independent Living Coordinators work with outside agencies to address student transition between programs.
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court order or other social service agencies to address student transition between programs.	
Composition of the ILPA Team	Director of Residential, Associate Principal, School Counselor, and Clerk
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Teachers provide both strengths and weaknesses for each student enrolled. In addition, treatment partners (therapist) provide further information to support the ILPA.
Person(s) responsible for guiding completion of the ILPA	School counselor and treatment therapist work together to complete the items in an ILPA for each student.
Person(s) responsible for monitoring progress of the ILPA	Associate Principal and Clerk

Jefferson Regional Juvenile Detention Center

1. Program Information

Program Name	Jefferson Regional Juvenile Detention Center (JRJDC)
Location Number	463
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - an alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	11-18 (MS and HS) Any school age student who is arrested.
Grades Served	6-12 Any school age student who is arrested.

2. Program Purpose

JCPS has an Inter-Agency Agreement with the Department of Juvenile Justice which states that JCPS will provide a continuum of educational services to students as they are admitted into the Jefferson Regional Juvenile Detention Center upon arrest or placement by the Commonwealth.

3. Referral/Enrollment Procedures

Eligibility Criteria	Students are arrested and court ordered placement determined by the Commonwealth and the Department of Juvenile Justice.
Type Student Assignment (Voluntary or Involuntary)	Involuntary
Process for entering students into the program	Students are arrested and court ordered placement determined by the Commonwealth and the Department of Juvenile Justice. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Not applicable.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Strategy	Description
Assessment Tool Used for Exit	Court ordered. Students are arrested and court ordered placement, including entry, exit and transition are determined by the Commonwealth and the Department of Juvenile Justice.
Exit Criteria	Court ordered. Students are arrested and court ordered placement, including entry, exit and transition are determined by the Commonwealth and the Department of Juvenile Justice. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the

	behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Transition Strategies to Prepare Student for Exit	Court ordered. Students are arrested and court ordered placement, including entry, exit and transition are determined by the Commonwealth and the Department of Juvenile Justice.

5. Individual Learning Plan Addendum (ILPA)

Strategy	Description
Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Each student is assigned a worker who monitors the student's progress, acts as a liaison between the school and the family, as well as provides any additional supports not included in an IEP, ILPA, or regular school instruction.
Composition of the ILPA Team	School Leadership
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Meeting notices are sent home to the parent/guardian if applicable.
Person(s) responsible for guiding completion of the ILPA	Associate Principal and Counselor
Person(s) responsible for monitoring progress of the ILPA	Teacher of Record and Counselor

Louisville Day Treatment High School

1. Program Information

Program Name	Louisville Day Treatment High School
Location Number	138
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	15-18 (High School Freshmen-Seniors)
Grades Served	9-12

2. Program Purpose

The overall purpose of our program is to provide students with the academic and social skills they need to transition high school and life beyond high school. Some of the tools used to reach this goal are:

- (1) ILPAs
- (2) GED testing
- (3) Vocational classes
- (4) Individual and group counseling.

3. Referral/Enrollment Procedures

Eligibility Criteria	Referral, Court order
Type Student Assignment (Voluntary or Involuntary)	Involuntary
Process for entering students into the program	Adjudicated, Court order, referral. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Not applicable.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Strategy	Description
Assessment Tool Used for Exit	Completion of Department of Juvenile Justice Level System
Exit Criteria	Successful completion of a tiered behavior system. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The

	Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPs ECE procedures.
Transition Strategies to Prepare Student for Exit	<ol style="list-style-type: none"> 1. Committee review of progress and completion of the tiered behavior system. 2. Likelihood of success in a regular program If a student has completed the program but the transition team feels they may need some additional time, the student is offered additional time to insure success.

5. Individual Learning Plan Addendum (ILPA)

Strategy	Description
Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Each student is assigned a worker who monitors the student's progress, acts as a liaison between the school and the family, as well as provides any additional supports not included in an IEP, ILPA, or regular school instruction.
Composition of the ILPA Team	School Leadership
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Meeting notices are sent home to the parent/guardian.
Person(s) responsible for guiding completion of the ILPA	Associate Principal and Counselor
Person(s) responsible for monitoring progress of the ILPA	Associate Principal and Counselor

Maryhurst Academy

1. Program Information

Program Name	Maryhurst Academy
Location Number	275-193
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	11-21
Grades Served	6-12

2. Program Purpose

Residential Treatment Provider: Maryhurst (residential treatment care facility) provides residential treatment, an on-campus school, treatment-oriented foster care, and supervised transitional living. Maryhurst provides intensive treatment in residential settings for girls with severe emotional trauma and destructive behaviors. Special education services are provided based on students' Individual Education Plans.

Demographics:

- Population Served: Girls ages 11 to 21 (grades 6 through 12)
- Specific Characteristics: Residential students have behavioral disorders as a result of severe emotional and physical trauma and abuse. Residents may have emotional, behavioral, or learning disabilities.
- Maximum Enrollment: 70 (Rated bed capacity for facility is 156)
- Average Length of Stay: 6 to 12 months
- The Maryhurst yearly calendar coincides with JCPS and includes a summer program.

School Program: Maryhurst School offers a comprehensive curriculum by fully certified JCPS teachers. In addition to the basic subject areas of English, math, science, and social studies, Maryhurst also offers a variety of related arts curriculum. School class size averages eight to twelve to ensure that intensive teacher attention is given to the academic and behavioral needs of each student.

Referral Process: Approximately 95 percent of residents are committed to the Cabinet for Families and Children. Maryhurst does accommodate private placements and placements from other states.

School Purpose

Vision: To educate the whole child by promoting a positive, structured, and therapeutic environment conducive to academic, emotional, and behavioral growth for ALL students.

Mission: To provide ALL students with the tools to make positive social, emotional, and academic changes necessary to be lifelong learners and productive members of society.

Three Pillars: Backpack of Success Skills, Racial Equity, Culture and Climate

Maryhurst Academy offers two high school completion tracks: diploma and certificate of completions (for our Moderate to Severe Disability (MSD)/alternate assessment students). We also offer credit recovery via eSchool and afterschool hours are also available for additional completion of work. At Maryhurst Academy, we take pride in reviewing every transcript, conferencing with students on their Multi-Year Course of Study and making individual graduation plans based on student needs. We also provide a partial day summer school program for our students to earn additional credits and participate in credit recovery.

Maryhurst Academy abides by all federal, state and district guidelines. We support individual learning needs and prepare our students for college and career readiness through vocational/career courses, college visits, providing students with a college and career fair along with guest speakers, provide mentoring opportunities and involve students in state testing. We also make sure all students complete an annual ILP and all students have either an ILPA or and IEP to best meet their needs.

3. Referral/Enrollment Procedures

Eligibility Criteria	Most residents are committed to the Cabinet for Families and Children and are placed by their state social workers. Maryhurst does accommodate private placements and placements from other states, coordinated through social workers.
Type Student Assignment (Voluntary or Involuntary)	Involuntary
Process for entering students into the program	<p>Maryhurst has a contract with the state to provide residential care services to adolescent (ages 11-21) females who are committed to the Cabinet for Families and Children for a variety of reasons. Maryhurst specializes in Level 5 adolescent females who have been impacted by significant trauma and display externalizing behaviors.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Referrals come through the Cabinet for Families and Children. Our Maryhurst treatment partner screens those applicants to ensure they meet the criteria for their facility as well as the beds they have available as there is different criteria for each dorm/cottage.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Maryhurst treatment partner works with social workers, families and students to determine length of stay and criteria for exiting the program, considering individual needs. When Maryhurst chooses to discharge, students then exit our school.
Exit Criteria	<p>If a student has been enrolled at Maryhurst for at least 12 weeks and the student's plan is to remain at Maryhurst for an extended length of time, then we begin the discussion with the student's treatment team on transition, if the student has made good progress by:</p> <ul style="list-style-type: none"> • Passing all classes with at least a C or better; and • Maintaining at least 85% of their points and having no significant behavior events. • If a student has been enrolled at Maryhurst for at least 12 weeks and has made good progress by maintaining at least 85% of their points and having no significant behavior events (also meeting academic criteria) and the student's plan is to remain at Maryhurst for an extended length of time, then we begin the discussion with the student's treatment team on transition.

	For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Transition Strategies to Prepare Student for Exit	Discharge meetings and/or exit meetings, ARC meetings, Conference calls, Facilitated Staffing Meetings. Transition counselor works with receiving school to ensure appropriate strategies and supports are in place.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	All placements at Maryhurst residential care facility are involuntary. All placements are coordinated through the state and Maryhurst residential treatment staff. Maryhurst treatment will coordinate with the receiving facility prior to entry into the program. Prior to many of the intakes, Maryhurst treatment staff will meet with the potential student at the sending facility. Upon intake, all students are conferenced with by treatment staff to determine strengths and needs. Upon enrollment at Maryhurst Academy, we request records including the KECSAC Educational Passport.
Composition of the ILPA Team	Teacher, Administrator, treatment team staff, parents and student
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Students are an integral part of the ILPA team and always participate in their ILPA meetings. The staff extends the invitation to treatment team to participate and treatment team invites parents when possible (not all parents have contact with the students).
Person(s) responsible for guiding completion of the ILPA	Teacher
Person(s) responsible for monitoring progress of the ILPA	Teacher

Peace Academy

1. Program Information

Program Name	Peace Academy
Location Number	784
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	4-21
Grades Served	K-12

2. Program Purpose

The vision of the State Agency Children's Programs is to educate the whole child by promoting a positive, structured, and therapeutic environment conducive to academic, emotional, and behavioral growth for ALL students. To achieve this vision, we have created three "Big Rocks" to increase achievement.

1. Culture and Climate
2. Backpack of Success Skills
3. Racial Equity

These big rocks will allow us to provide ALL students with tools to make positive social, emotional, and academic changes necessary to be lifelong learners and productive members of society. JCPS State Agency Schools integrate education and treatment in a safe environment for students. We strive to help students develop a love for learning, a positive plan for the future, a respect for diversity, and an appreciation of self as a productive member of the community.

Furthermore, Peace Academy is designed to provide continued instruction for school-age children while they are patients in UofL Health – Peace Hospital. Our primary goals are to:

- allow students to keep up with the classwork they are missing in their home school
- provide students with access to grade-level curriculum and opportunities to demonstrate deeper learning
- provide students with opportunities to accelerate and enrich their learning
- improve each student's self-concept through legitimate success experiences
- increase student success in the school setting through promoting positive behavior interventions and support (PBIS), trauma informed care, and connectedness/relationships between staff and students

JCPS staff work closely with Peace Hospital staff to ensure that treatment programs include school, behavior and academic acceleration and enrichment, and that educational considerations are made when students are discharged. Close contact is maintained with the home school to ensure that no major lapses occur in the curriculum and to provide the school with assessment data and strategies that will help them provide a successful re-entry into school. In addition to the core curriculum (Reading and Writing, Math, Science, and Social Studies), Career Choices, Digital Literacy, Social Skills, Life Skills, and PE are offered at Peace Academy.

Since 75% of students are enrolled at Peace Academy for 15 days or less, teachers provide weekly assessments of the essential standards. Students who do meet proficiency are provided with acceleration opportunities in the classroom.

Students who do not show progress with acceleration opportunities are then provided small group catch up opportunities with our acceleration teacher. The classroom teacher and the acceleration teacher collaborate to ensure student learning growth, during the time that students are enrolled at Peace Academy. In addition to the core curriculum (Reading and Writing, Math, Science, and Social Studies), Career Choices, Digital Literacy, Social Skills, Life Skills, and PE are offered at Peace Academy.

Peace Academy follows the guidelines outlined in our Peace Panthers Positive Behavior in School (PBIS) handbook. Each student has a daily point sheet and when a student scores less than 80% of their weekly Panther Points, an alert goes to the student's teachers. Classroom teachers then provide feedback on the individual student (successes, challenges, potential triggers, strategies that work) to create a list of common strategies to use with the student in all classes. School staff will work collaboratively with hospital staff to create individual plans for student success and progress will be monitored weekly. Students who do not show progress with the identified acceleration opportunities are then provided small group catch up opportunities through Pathways to Success. The classroom teachers and the pathways teacher collaborate to ensure student growth, during the time that students are enrolled at Peace Academy.

3. Referral/Enrollment Procedures

Eligibility Criteria	Referrals are made by the Department of Juvenile Justice, parents, social workers, and counselors, and either private or state agencies. Students are admitted to the hospital on doctor's orders.
Type Student Assignment (Voluntary or Involuntary)	Involuntary.
Process for entering students into the program	<p>Referrals are made by the Department of Juvenile Justice, parents, social workers, and counselors, and either private or state agencies. Students are admitted to the hospital on doctor's orders.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Not applicable
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Determined by treatment partner, UofL Health – Peace Hospital, per doctor's orders.
Exit Criteria for Academic Performance	Determined by treatment partner, UofL Health – Peace Hospital, per doctor's orders.
Exit Criteria for Behavioral Performance	<p>Determined by treatment partner, UofL Health – Peace Hospital, per doctor's orders.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>

Transition Strategies to Prepare Student for Exit	<p>A student transition plan, which includes academic education, career education, and health/mental health, has been created for Peace Academy and is submitted annually as part of our Memorandum of Agreement (MOA).</p> <p>Peace Academy utilizes an optional school-to-school communication form in which contact information for the teacher, counselor, and social worker are shared, as well as classroom and therapeutic supports that contribute to student success in the school setting. If the school would like to be a part of the family session with our treatment partner, to help with transition back to their home/comprehensive school, that is also an option. Withdrawal grades, ECE records, etc... can be accessed through IC, and daily student point sheets can be sent upon request.</p>
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5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	Students are admitted to the hospital on doctor's orders and therefore JCPS works with UofL Health – Peace Hospital to address student transition between the hospital (Peace Academy) and the student's home/comprehensive school.
Composition of the ILPA Team	The ILPA team is consists of a counselor, teacher, student (when appropriate), and parent/guardian/treatment partner.
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Parents/guardians/treatment partner receive a phone request and meeting request notice to initiate parent/guardian/treatment partner participation on the ILPA Team.
Person(s) responsible for guiding completion of the ILPA	The counselors and acceleration teacher are responsible for guiding completion of the ILPA, in which students identify academic and behavioral strengths, areas for growth, and goals. Student MAP scores are also included on the ILPA.
Person(s) responsible for monitoring progress of the ILPA	While students are enrolled at Peace Academy, teachers are responsible for monitoring the progress of the ILPA.

St. Joseph's Children's Home

1. Program Information

Program Name	St. Joseph Children's Home
Location Number	748
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	Boys and girls, ages 5 to 14
Grades Served	K-8

2. Program Purpose

Applebee's School, provides both academic and behavioral support to the children that reside in the residential program at St. Joseph Children's Home. Our mission at Applebee's School is to provide all students with the tools to make positive social, emotional, and academic changes necessary to be lifelong learners and productive members of society. Our vision is to educate the whole child by promoting a positive, structured, and therapeutic environment conducive to academic, emotional, and behavioral growth for ALL students. The program supports the District's College and Career Readiness Goals by ensuring systems for student records' exchange, completion of the Individualized Learning Plan (ILP) for all middle school students, completion of the ILPA for regular education students, transition meetings for all ECE students as they transition to in-county schools and collaboration with the treatment partner when planning for off campus placement.

3. Referral/Enrollment Procedures

Eligibility Criteria	Students enrolled at Applebee's School are in grades K-8, and residents at St. Joseph Children's Home. The student's treatment team determines whether they will attend school on campus, or be recommended for consideration of placement at another school within the JCPS district.
Type Student Assignment (Voluntary or Involuntary)	Involuntary. Placed by DCBS.
Process for entering students into the program	Students are assigned to the school by the treatment partner. For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.
Guardian/Student Self-Referral Procedure	Not applicable.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Court Determined. Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Assessment Tool Used for Exit	Treatment Team Recommendation
Exit Criteria for Academic Performance	Students at St. Joe are residential and are discharged based on level which is tied to behavior in and out of the cottage, not academic performance.

Exit Criteria for Behavioral Performance	<p>Students must be on a Level 3 and/or have had no significant history of behavior in school to be considered for off campus placement.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Discharge meetings and/or exit meetings, ARC meetings, conference calls, facilitated staffing meetings. Transition counselor works with receiving school to ensure appropriate strategies and supports are in place.

5. Individual Learning Plan Addendum (ILPA)

Procedures for collaboration with outside agencies involved with involuntary placements; including court order or other social service agencies to address student transition between programs.	ILPAs are shared during the transition meeting or staffing upon exit of St. Joe School.
Composition of the ILPA Team	Associate Principal, Education Coordinator (Treatment Partner Staff), Counselor, and Classroom Teacher
Procedure to invite parents/guardians to participate on the ILPA Team, and as appropriate, to invite the student to participate	Meeting notices are sent to the guardian.
Person(s) responsible for guiding completion of the ILPA	Associate Principal
Person(s) responsible for monitoring progress of the ILPA	Associate Principal, Teacher of Record

Western Day Treatment

1. Program Information

Program Name	<i>Western Day Treatment</i>
Location Number	110
Program Type	A6 – KECSAC funded programs serving state agency children. Off-site program - An alternative education program located in a separate and dedicated program facility not located within the student's assigned school
Student Ages Served	5-12
Grades Served	K-5

2. Program Purpose

The Western Day Treatment (WDT) Program provides intensive therapeutic services to children with severe emotional disturbance (SED).

Children in kindergarten through grade five receive academic instruction, individual, family, and group therapy, and psychiatric services along with KY Impact, as well as a variety of assessment measures during the course of an average six-nine month stay. Coordination and consultation among the family, mental health providers, and the school system provide the children and their families a seamless set of services.

- Population Served: boys and girls, Kindergarten through Grade Five
- Specific Characteristics: The Western MHDT Program provides intensive therapeutic services to children with SED.
- Maximum Enrollment: 32
- Western MHDT follows the JCPS calendar and includes a summer program.

The mission of Western Day Treatment is to provide students with academic instruction and therapeutic services to ensure that ALL students grow academically, socially, and emotionally to become respectful and responsible citizens of our community.

Our vision is to educate the whole child with a growth mindset in a positive learning environment that promotes respect, responsibility, and good work ethic.

The program supports the District's College and Career Readiness Goals by ensuring systems for student records' exchange, completion of the ILPA for regular education students, New Student Checklist, and transition meetings for all ECE students and staffing for all regular education students upon entry and exit of Western Day Treatment. As well as, continuous collaboration with Seven County Services and families when planning for successful completion of the program.

3. Referral/Enrollment Procedures

Eligibility Criteria	The program is for children with severe emotional disturbances in grades K-5. The child must currently be receiving Medicaid, and seeing a therapist. The child must display functional difficulty in at least two environments: school, family, self-care, self-direction, and/or interpersonal relations.
Type Student Assignment (Voluntary or Involuntary)	Voluntary
Process for entering students into the program	Children referred to the Western MHDT Program must be in need of a more restrictive environment. In order for the referral process to begin, a referral form from the child's therapist is needed, stating current status and behaviors, diagnosis, medications, age, and grade level; current school placement and interventions being used by the school;

	<p>treatment history, all treatment providers involved, and guardian information. The child must display functional difficulty in at least two environments: school, family, self-care, self-direction, and/or interpersonal relations. Once all referral information has been received, staff will complete an intensive screening assessment and present it to our treatment team to determine appropriateness and availability. It is necessary to allow adequate time for this to occur. Our therapist contacts the referring clinician to inform him or her of our team's decision.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Guardian/Student Self-Referral Procedure	Not applicable. Student must be referred by their therapist.
Enrollment Cycle (Open Entry, Term Entry, or Other Entry)	Open entry. Students may be enrolled at any time during the school year.

4. Process for Transitioning Students Out of the Program

Strategy	Description
Assessment Tool Used for Exit	Treatment Team Recommendation
Exit Criteria	<p>Students enrolled at Western Day are primarily there for therapeutic treatment. Discharge is based on reaching treatment goals, not academic performance.</p> <p>Students must pass a minimum of 4 of 6 classes. Students must obtain at least 80% behavior points.</p> <p>Students are enrolled at Western Day until they have met their treatment goals. Upon decision to release, meetings are scheduled to discuss placement options either in ARC meetings or Treatment Team.</p> <p>For a student with a disability, the Admission and Release Committee may consider any circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct. The Admission and Release Committee must convene and determine if the behavior was a manifestation of the child's disability and follow JCPS ECE procedures.</p>
Transition Strategies to Prepare Student for Exit	Discharge meetings and/or exit meetings, ARC meetings, Conference calls, Facilitated Staffing Meetings. Transition counselor works with receiving school to ensure appropriate strategies and supports are in place.
Assessment Tool Used for Exit	Behavior progress sheets, attendance and grades are used to assess student readiness for exit. To qualify for exit, students must obtain at least 80% of daily behavior points, pass a minimum of 4 of 6 classes, and record 80% or better attendance rate.
Transition Strategies to Prepare Student for Exit	Student must demonstrate satisfactory growth involving behavior. Expectations are provided to both parents and students. The receiving comprehensive school will receive notification once the student is approved for exit. Student Relations will facilitate transition meetings prior to student enrollment in a comprehensive school to ensure that guidance counseling, mental health counseling, administrative and academic support services are provided as needed.

5. Individual Learning Plan Addendum (ILPA)

Strategy	Description
Procedures for collaboration with outside agencies involved with involuntary placements, including court order or other social service agencies to address student transition between programs.	ILPAs are shared during the transition meeting upon exit from Western Day Treatment.
Composition of the ILPA Team	Associate Principal, ARC Chairperson
Procedure to invite parents/guardians to participate on the PILPA Team, and as appropriate, to invite the student to participate	Meeting notices are sent home to the parent/guardian.
Person(s) responsible for guiding completion of the ILPA	Associate Principal
Person(s) responsible for monitoring progress of the ILPA	Associate Principal, Teacher of Record