

Board of Juvenile Justice
Thursday, October 27, 2011
10:00 a.m.

Department of Juvenile Justice
3408 Covington Highway
Decatur, Georgia 30032-1513

Opening Remarks

Daniel Menefee, Vice-Chair

Vice-Chairman Menefee called to order the October 27, 2011 meeting of the Board of Juvenile Justice and DJJ Board of Education. He noted the time as 10:00 a.m. Vice-Chairman Menefee asked that all attendees stand and state their name and organization affiliation.

DJJ Staff Present: Commissioner Amy Howell; Deputy Commissioner Rick Harrison; Deputy Commissioner Jeff Minor, Deputy Commissioner Carl Brown, Deputy Commissioner Michael McNeely; Assistant Deputy Commissioner Victor Roberts; Chief of Staff Diana Aspinwall; Emily Gest; Cherecia Kline; Latera Davis; Nathan Cain; Janssen Robinson; Ed Cook; Coy Satterfield; Virginia Mickish; and Vita Jordan.

Others: Ashley Culberson (Attorney General's Office); Normer Adams (GAHSC); Alexander Bissell (Barton Child Law & Policy Center); Richard Belcher (WSBTV); Tony Light (WSBTV); Margo Gold (Ahavath Achim Synagogue in Atlanta); Sammy Warman (Barton Child Law and Policy Center); Kate Cartrell (Youth Village); Doug Shaw (Wakefield Beasley & Associates/AECOM); and Jeff Buck (Wakefield Beasley & Associates/AECOM).

Vice-Chairman Menefee asked everyone to stand for the Pledge of Allegiance led by a DJJ youth, followed by the invocation by Margo Gold, President of Ahavath Achim Synagogue in Atlanta.

Roll Call

Vice-Chairman Menefee asked for the roll to be called by the secretary of the Board. Secretary Sandra Taylor conducted the roll call of attendance.

Board Members Present: Larry Barnes; Michael Baugh; Bruce Garraway; Elizabeth Lindsey; Perry McGuire; Daniel Menefee; Avery D. Niles; Pastor Dexter Rowland; Stephen Simpson; and Sandra Taylor.

Advisory Council Members Present: Judge Quintress Gilbert.

Noting the presence of a quorum of the Board, Vice-Chairman Menefee asked for a motion to approve the agenda for the October 27, 2011, Board of Juvenile Justice and Board of Education meetings.

Vice-Chairman Menefee moved to approve the agenda for the meeting.

Board Member Garraway seconded the motion.

Vice-Chairman Menefee called for the vote.

The motion carried.

Vice-Chairman Menefee asked for a motion to approve the minutes from the September 22, 2011, Board of Juvenile Justice and Board of Education meeting. Vice-Chairman Menefee asked if there were any corrections to the minutes.

Board Member Simpson moved to approve the minutes.

Board Member Rowland seconded the motion.

Vice-Chairman Menefee called for the vote and the motion carried.

Commissioner's Report
Amy Howell, Commissioner

Commissioner Howell acknowledged the youth who led the Board in the Pledge of Allegiance and the invocation speaker Margo Gold.

Commissioner Howell attended an advisory board luncheon at the Elbert Shaw RYDC. The luncheon was well attended, and she gave kudos to Bobby Hughes for leading an excellent facility. She stated Elbert Shaw was also in attendance along with legislators, law enforcement, and local leaders.

Commissioner Howell attended the Paulding Children's Cabinet meeting at the invitation of Judge Sandra Miller.

Commissioner Howell attended the Interfaith Children's Movement prayer breakfast on October 26, 2011. She stated one of DJJ's youth also spoke at the event and shared her story.

On October 18, 2011, DJJ gave its 2012-2013 Teacher of the Year Award. This year's winner was Dr. Letunya Walker of the Metro RYDC. She has over 21 years in teaching and administration, primarily teaching language arts. She was one of five finalists. Commissioner Howell said the Board will have an opportunity to acknowledge DJJ's Teacher of the Year and the finalists at the December board meeting.

Commissioner Howell said there is a local radio station that is trying to collect 400,000 letters to go out to service troop members. Youth in DJJ facilities and the community are engaged in the letter writing campaign.

Commissioner Howell concluded her report and asked if there were any questions.

Vice-Chairman Menfee called for the next agenda item and asked for a motion to close the regular meeting of the Board of Juvenile Justice and open the DJJ Board of Education meeting.

Board Member Simpson made a motion to close the regular meeting of the Board of Juvenile Justice and open the DJJ Board of Education meeting.

The motion was seconded by Board Member Rowland.

The motion carried.

Education Update

Commissioner Amy Howell, Superintendent
Richard Harrison, Deputy Commissioner
Department of Juvenile Justice

Commissioner Howell thanked Bruce Garraway for attending the Gwinnett RYDC open house on October 26, 2011. She said it is meaningful to have board members attend and engage with parents and guardians.

Commissioner Howell said the outgoing Teacher of the Year mentioned that one of things that he reflects on is the number of times a young person mentions to them that they are not real teachers. She said they will take every opportunity to lift up their teachers and reemphasize that they are a real school district.

Deputy Commissioner Richard Harrison gave a Board of Education update.

Testing Report:

On September 12-16, 2011, DJJ administered the Georgia High School Graduation Test (HSGT) retest to 36 of their 11th and 12th graders. Results of the test arrived electronically and were forwarded to the schools. A system wide analysis of the scores is not made available by the state for retests.

October 31–November 4, 2011, will be the testing window for winter administration of the HSGT retest.

On September 27, 2011, DJJ gave the main administration of the High School Writing Test (HSWT) to 47 students. The main administration of the test means that all 11th grade students and 12th graders who have not taken or passed the HSWT were tested on that day. All students must pass the HSWT to be eligible to receive a Georgia diploma. The results should be available by mid November and will be shared with the Board at the December meeting.

Special Education Focused Monitoring:

DJJ was selected for Focused Monitoring by the Department of Education in the areas of academic achievement and behavioral supports. The purpose of the Focused Monitoring site visit to DJJ was to review the facilities, policies and procedures, instructional programs, student achievement and therapeutic supports.

On August 23, 2011, the Georgia Department of Education conducted a Special Education Focused Monitoring at the Augusta YDC. DJJ received a report on October 6, 2011 that listed three citations, two in the same area. The citations are as follows:

1. "Some students with disabilities are not provided a free appropriate education."
Applicable Federal Regulation- 300.320 IEP/Transition Plans

Definition: Transition Plans are only written for special education students who are 16 years old or older and/or in the 8th grade or higher. The plan is designed to be a results – orientated process that is focused on improving the academic and functional achievement of the child with a disability, to facilitate the child’s movement from school to post-school activities, including postsecondary education, vocational education, and integrated employment.

2. "Some Students with disabilities are not provided a free appropriate education."
Applicable Federal Regulation – 300.105 Assistive Technology

Definition: Assistive technology is any item, piece equipment, or product system that is used to increase, maintain, or improve the functional capabilities of a child with a disability. This finding is based on the fact that none of the student files reviewed required Assistive Technology and there was no specific information included as to how the decision was made.

3. "Least Restrictive Environment"
Applicable Federal Regulation – 300.114 – Least Restrictive Environment

Definition: Least Restrictive Environment – the Individuals with Disabilities Education Act (IDEA) requires that students and disabilities, to the maximum extent are educated with students who are not disabled.

Steps towards Corrective Action:

- October 14, 2011 the DOE Liaison for DJJ, Dr. Kim Gore, met with DJJ staff to answer questions regarding the findings listed in the report.
- October 20, 2011 a representative from DOE, Dr. Margo Habiger, met with DJJ staff to begin constructing a corrective action plan (CAP).
- October 25, 2011 the Focused Monitoring report and draft of the CAP was shared with the Office of Education Leadership Team for ideas and feedback.

- October 27, 2011 the CAP will be completed.
- The deadline to complete the CAP is November 17, 2011.
- Once the CAP is approved DJJ will receive an additional \$5,000 to be spent on corrections in area of staff development.
- Training and monitoring will be on-going through the year.
- Required Evidence of Correction must be completed by October 3, 2012.

While a written Focused Monitoring report does not include positive comments, the DOE representatives offered the positives in the oral out briefing. They stated that the students were engaged and on task, the instruction was rigorous and included real world connections.

Staffing:

- Neal W. Clark, ED. D. is the new Education Principal at the Eastman YDC. Dr. Clark has been with DJJ for four years serving in the capacity as a Teacher and Education Supervisor.
- Janice Gilbert is the new Education Principal at the Sumter YDC. Ms. Gilbert brings 26 years of professional experience as an educator and Assistant Principal. She was also the 2011 DJJ Teacher of the Year.

Update/Overview of October Professional Development Course:

DJJ had education staff development workshops from October 17-18, 2011 at the Georgia Public Safety Training Center. The focus of the training was “Unlocking Academic Potential Through Effective Student Engagement.” Mr. Harrison said the event was very successful with over 250 participants. The workshops offered training on Art Across the Curriculum, Let’s Go Learn, regular & special education, Instruction Targeted for TABE Success (ITTS), PLATO, GED programs, transition, and vocational education.

Update on Open Houses:

The fall open houses have been a huge success. Harrison said 70 families attended the Metro RYDC open house. He said DJJ has begun something across the system that will engage the students and families.

Reading Across the Curriculum:

Harrison asked the Board to review the recommended library list handout.

Graduate Education Program:

Harrison discussed the purpose of the Graduate Education Program:

- To provide high school and GED graduates with employment skills, training related experiences, life skills, social skills and vocational skills which will enhance their ability to successfully transition back to the community.

- To ensure graduates begin to explore, plan and develop transition plans that will include post-secondary education and/or employment opportunities that are available to them.

Program Goals:

- Provide vocational classes/programs for youth to obtain marketable skills that employers need
- Preparation for successful completion of post-secondary exams such as the SAT, ACT, ASVAB, and COMPASS
- Employability skills such as appropriate dress and job interviewing, work ethics, and time management
- Life skills such as money management, health and automobile insurance, obtaining a driver's license, and other appropriate life and social skills
- Transition programs to provide assistance in finding employment and to gain acclimation into their community

Current Status:

- Programs at Eastman and Augusta YDCs are functioning and being further developed as students' need become more apparent to the YDC administrators and teachers.
- There are 64 students enrolled in the program:
 - Augusta – 32 students
 - Eastman – 32 students
- Space has been designated for each of the Graduate Education Labs and Resource Centers
- Computer labs have been set up at both sites and the computer-based programs are in use by the students.
- Community relationships with other state agencies (DOL, DTAE, VR) are being developed and/or enhanced to ensure that we focus on helping students to transition to post-secondary and/or employment.

Next Steps:

- Development of DJJ policy to include this program as a part of the DJJ instructional programs
- Continue to develop the process for YDC staff to work more closely with Juvenile Probation Officers for seamless transition of students to their communities. This process will include involvement of guidance counselors to develop portfolio process for students.
- Installation of computer-based Compass and Work-Ready testing for entrance into the technical schools and into the world of work. This will allow for the technical schools proctor's to come to our campuses to administer these tests.
- Development of protocols

Harrison gave the Board the upcoming December 2011 Graduation Schedule:

<u>YDC School site</u>	<u>Graduation Date</u>	<u>Time</u>
Sumter YDC	December 09, 2011	10:00 a.m. – 11:30 a.m.

Augusta YDC	December 13, 2011	10:00 a.m. – 11:30 a.m.
Eastman YDC	December 16, 2011	10:00 a.m. – 11:30 a.m.
Milan YDC	December 16, 2011	1:00p.m. – 2:30 p.m.
Macon YDC	December 21, 2011	9:30 a.m. – 11:30 p.m.

Harrison concluded his report and asked if there were any questions.

Board Member Barnes asked if there were any way to track the youth to see how many of them go on to technical/vocational school, college, or go on to the work force or military. He said the Board would like to see those results.

Commissioner Howell said no, and said part of the reasons for their shift and focus on transition is so they can do better job of tracking the youth after they leave DJJ and also get some cohesion of the work that is done inside the facilities in terms of education and preparedness.

Commissioner Howell said at a future Board meeting Deputy Commissioner Carl Brown will talk to the Board about his role in relationship to transition and programming and how DJJ will build a bridge between the two.

Vice-Chairman Menefee called for the next agenda item and asked for a motion to close the DJJ Board of Education meeting and open the regular Board meeting.

Board Member Taylor made the motion

The motion was seconded by Board Member Rowland.

The motion carried.

Asset Management Report
 Jeff Minor, Deputy Commissioner
 Department of Juvenile Justice

Minor said after Commissioner Howell took office, she expanded the scope of the Asset Management Project to include the YDC facilities. Minor said the project is not complete but felt it was appropriate to let the Board know how they are trying to prepare for the future. He said initial conversation about this project started several years ago. Minor said they were concerned about the 30 beds RYDCs that were built in the 1960s. Through changes with the MOA and other changes over time they had to develop program space that did not exist in those early years. Minor said juvenile justice has changed a lot and now they are using trailers or modular spaces at all of their 30 beds RYDC facilities. He said the modular space is aging and will need to be replaced. He said that scenario prompted this work as they try to figure out their options. Minor said they went through the process of getting bond funding approval. He said they had a bond funding project went through the bidding process and hired Wakefield Beasley

& Associates/AECOM. Minor said Doug Shaw and Jeff Buck stated they are experts in this area.

Shaw and Buck presented some preliminary findings to the Board and give a study status. They stated they hope to get report completed by the end of 2011.

Vice-Chairman Menefee called for the next item on the agenda; DJJ Website Demo.

DJJ Website Demo

Emily Gest, Director of Communications
Department of Juvenile Justice

Gest said the new DJJ website will be launched on Monday, October 31, 2011. The goal of redesigning the DJJ website was for it to be informative, innovative and user friendly in its navigation. She stated DJJ wanted to portrait a very professional image, consistent messaging and reflect the long term strategies for the agency.

Gest discussed the new features to the DJJ website.

Gest concluded her report and asked if there were any questions; there were none.

Vice-Chairman Menefee called for the next item on the agenda; PREA Update.

PREA Update

Sarah Draper, Director of Investigations
Department of Juvenile Justice

Draper gave an overview of Prison Rape Elimination Act (PREA). PREA was put forward in 2003 (42 USC 15609) to establish a zero-tolerance standard for the incidence of prison rape in prisons in the United States.

Draper showed the Board Bureau of Justice National Statistics from 2010:

- 12.1% of youth reported having been victimized by staff or offenders while in a facility in 2010.
- 10.3% reported sexual victimization from staff.
- 95% of the staff involved was female.

Draper said in the state of Georgia it is a felony offense to have sexual contact with anyone in a confinement setting. If someone is convicted of OCGA 16-6-5.1 Sexual Assault Against Person in Custody, they will be a registered sex offender.

In June 2009, the PREA Commission came up with a set of standards that will be used as a roadmap for agencies to follow for best practices on how to combat any type of sexual abuse in a confinement setting. Draper said those standards are awaiting approval from the U.S. Attorney

General's Office. The standards have been through two public opinions and they are waiting for the final version. Those should come out in early 2012. Draper said once those standards are published, DJJ will have one year to comply with them. After that one year, DJJ will be audited and if they are found to be not in compliance, they will be at risk of losing 5% of all federal funding. Draper said if DJJ has a plan in place to answer the standards, the federal auditors will come in and make note that they are trying to comply with the standards.

The standards are all encompassing and agency-wide and impact every area of DJJ.

DJJ Implementation:

- Federal grant awarded to DJJ to assist in development and implementation of PREA – related processes.
 - 2 years - \$560,000
 - Focus on evaluation, policy development, training, classification, victim advocacy
- Federal grant awarded to DJJ/DOC for national specialized sexual assault investigation training.
 - Evidence Protocol
 - Interviewing victims
 - Effective investigative techniques = prosecution
- Training curriculum is being enhanced that addresses staff as well as youth.

Vice-Chairman's Comments

Vice-Chairman Daniel Menefee
Board of Juvenile Justice

Vice-Chairman Menefee welcomed DJJ's new board member; Avery D. Niles.

Vice Chairman announced the next Board meeting will be at the Central Office on December 08, 2011, at 10:00 a.m. and will coincide with DJJ's Holiday Luncheon.

Vice-Chairman Menefee asked if there was any old business. Hearing none, he asked if there was any new business.

Chairman Risler asked for a motion to adjourn the regular meeting of the Board of Juvenile Justice.

Board Member Lindsey made the motion, and Board Vice-Chairman Menefee seconded the motion.

The motion carried. The meeting was adjourned.

Dr. Ed Risler, Chair
Board of Juvenile Justice

L. Gale Buckner,
Commissioner

Sandra Taylor, Secretary
Board of Juvenile Justice