



# Juvenile Justice Alternative Education Program Monthly Activity Report

TEXAS  
JUVENILE  
JUSTICE  
DEPARTMENT

County: \_\_\_\_\_ Date: \_\_\_\_\_

Person Preparing Form: \_\_\_\_\_ Title: \_\_\_\_\_

Month Ending: \_\_\_\_\_ Phone: \_\_\_\_\_

<i>Activity During the Reporting Period</i>	<i>Mandatory Expulsions</i>	<i>Discretionary Expulsions</i>	<i>Other Students*</i>
<b>Total number of days program operated</b>			
<b>Total number of actual student attendance days</b>			
<b>Total number of actual student absences</b>			
<b>Total number of Inactive days</b>			
<b>Number of students in program at beginning of reporting period</b>			
<b>Number of students added</b>			
<b>Number of students exited</b>			

\* "Other Students" denotes a child enrolled in JJAEP who has not been expelled from school (i.e. court ordered).

**ALL BLANK SPACES SHOULD BE COMPLETED MONTHLY.**

Return this Report To:

Texas Juvenile Justice Department  
Division of Probation and Community Services - JJAEP  
Post Office Box 12757  
Austin, TX 78711

Fax: (512) 490-7715



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## Form Descriptions:

**Report Period** - The month and year for which you are supplying information.

**Total Number Of Days Program Operated** - The number of actual operation days during the report period.

**Total Number Of Actual Student Attendance Days** - The total for the report period and account for each day each student is in actual attendance at the JJAEP. Students must be present at least 4 hours to be counted.

**Total Number Of Actual Student Absences** - The total for the report period and account for each day each student is actually not in attendance.

**Total Number Of Inactive Days** - The total for the report period and account for each day each student is maintained as enrolled and not counted as absent or present from the JJAEP.

**Number Of Students In Program At Beginning Of Reporting Period** - The number of students active in the program on the 1st day of the month (should equal the number in program at ending of report period of the previous month).

**Number Of Students Added** - The number of students added to the program during the reporting period.

**Number Of Students Exited** - The number of students who left the program during the month.

## Definitions:

### Mandatory Expulsions:

This category should only include those students expelled under §37.007 (a), (d) or (e) of the Texas Education Code.

### Discretionary Expulsions:

This category should only include students expelled under §37.007 (b), (c), or (f) of the Texas Education Code. This also includes §37.0081 Title 5 Felony offenses and §37.0081 Aggravated Robbery "*Off Campus*" (Penal Code 29.03).

### Other:

This category should only include non-expelled students, including Registered Sex Offenders under §37.309. These are students that are typically placed in the JJAEP via a condition of probation or in rare instances voluntarily attend the JJAEP.