

JJAEP Program (Reimbursement)**P-FY2005**

Effective date 09/01/2004, P-FY2005

Latest Revision 09/01/2004, P-FY2005

I. GRANT DESCRIPTION.

- A. The Juvenile Justice Alternative Education Program (JJAEP) grant provides reimbursement to the juvenile board of a county with a population greater than 125,000 to operate a juvenile justice alternative education program subject to the approval of the Commission. This program is designed to provide an educational setting for students that have been expelled from the public schools.

II. GRANT SPECIFIC DEFINITIONS.

- A. **Assessment Instrument.** The assessment instrument selected by the Commission for assessing JJAEP student performance in the areas of reading and mathematics.
- B. **Discretionary Students.** Students who are expelled from a public school for an offense listed under the Texas Education Code Section 37.007(b), (c), (f) or (i).
- C. **Juvenile Justice Alternative Education Program (JJAEP).** Programs in counties over 125,000 population that are mandated to operate a JJAEP according to the requirements of the Texas Education Code Chapter 37 or a program in a county with a population between 72,000 and 125,000 that voluntarily operate a JJAEP.
- D. **Mandatory Students.** Students who are required to be expelled from public school for an offense listed under the Texas Education Code Section 37.007(a), (d) or (e).
- E. **Other Students.** Students enrolled in a JJAEP who have not been expelled from a public school (e.g., court ordered placement, etc.).
- F. **Texas Assessment of Knowledge and Skills (TAKS).** The annual statewide assessment required under Texas Education Code Chapter 39 that is used to demonstrate student performance in the areas of reading and mathematics.

III. PERFORMANCE MEASURES.

- A. **Goal.** The goal of the Juvenile Justice Alternative Education program is to reduce delinquency, increase offender accountability and rehabilitate offenders through a comprehensive, coordinated, community-based juvenile probation system.
- B. **Program Objectives.** Academically, the mission of the JJAEP shall be to enable students to perform at grade level. The JJAEP shall provide an instructional program that results in a level of student academic achievement.
- C. **Program Performance.** Grantee performance under the grant shall be determined using the following measures:
1. Academic achievement in reading and mathematics as assessed by the statewide assessment instrument TAKS (*Texas Assessment of Knowledge and Skills*) for students enrolled at least 90 school days;
 2. Academic achievement as assessed by the pre- and post-assessment instrument in the areas of reading and mathematics for students enrolled at least 90 school days;
 3. The average rate of attendance for all JJAEP students;
 4. Percent of students who complete the program and return to their home school, graduate or complete their GED while in the program; and
 5. Percent of students who have a subsequent referral to the juvenile probation department six months after leaving the JJAEP and who exited for a reason other than incomplete.

Summary of Grant Requirements

IV. PROGRAMMATIC COMPONENTS.

A. **Eligibility Requirements.** Prior to the release of any funds under the provisions of this grant, the Grantee shall provide to the Commission a copy of the executed Memorandum of Understanding between the Grantee and the independent school districts located in the Grantee's county in accordance with the Texas Education Code Section 37.011(k) and a copy of the JJAEP School Calendar for 2004-2005. The Grantee shall ensure that the following eligibility requirements are met.

1. **Student Basic Eligibility Requirements.** Students eligible for JJAEP funding shall meet the following three requirements:
 - a. The student must have been expelled by the school district for a mandatory expulsion offense listed in Section 37.007(a), (d) or (e) of the Texas Education Code;
 - b. The school district must have notified any school district police department or local law enforcement (i.e., filed an offense report) regarding the alleged incident, which is the basis of the expulsion; and
 - c. A law enforcement entity must have made a formal referral of the case to the juvenile court (for juvenile offenders) or forwarded the case to the criminal court prosecution intake (for adult offenders).
2. **Eligible Categories of Students.** Only students meeting the basic eligibility requirements under Subsection IV (A) (1) and who fall under one of the following categories shall be funded during the 180 day regular school year.
 - a. **Students Under Juvenile Court Jurisdiction.** This category includes:
 - i. Students pending a juvenile court disposition of their case; and
 - ii. Students placed on deferred prosecution or court-ordered probation.
 - b. **Students Outside Juvenile Court Jurisdiction.** This category includes:
 - i. Students 17 years of age or older who are expelled for conduct committed on or after turning age 17;
 - ii. Juvenile offenders who are not placed on deferred prosecution or court-ordered probation; and
 - iii. Juvenile offenders found by a court or jury to have not engaged in delinquent conduct or conduct indicating a need for supervision.
 - c. **Students Adjudicated for Other Offenses.** This category includes:
 - i. A student expelled for a mandatory offense under Texas Education Code Section 37.007(a), (d) or (e), who is adjudicated for or convicted of a lesser included offense as a result of a plea bargain or lack of evidence, if the adjudication or conviction is based upon the conduct or incident for which the student was expelled.
 - d. **Students From Other Counties.** Students who reside in a county other than Grantee's county, or who attend school in a district outside Grantee's county shall be eligible for funding under this contract for a period of no more than 90 actual attendance days per student provided the following conditions are met:
 - i. The student meets the basic eligibility requirements found in Subsections IV (A) (1) and (2);
 - ii. The Grantee, the juvenile board in the County where the student resides, and the student's expelling school district have entered into a memorandum of understanding patterned after Texas Education Code Section 37.011(k); and

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- iii. Before the Grantee will be eligible to receive funds under this section, Grantee shall first provide the Commission with a copy of the executed memorandum of understanding and seek written approval for funding of the particular student by submitting a completed *Out of County Student Form* [TJPC-JJAEP-02-04].
 - e. **Ineligible Students.** A student shall become ineligible for funding on the earliest of the following dates:
 - i. The date of completion of the requirements of the juvenile court order or deferred prosecution agreement; or
 - ii. The end of the expulsion term.
 - B. **Exemption Requests.** The Grantee may make written student funding requests for students who do not meet the eligibility requirements under Subsections IV (A) (1) and (2). A funding request shall state the reasons why the student was expelled from the home school and why the student does not meet the eligibility requirements under Subsections IV (A) (1) and (2). No student shall be funded without the express permission of the Commission. The Commission reserves the right to deny funding for any ineligible student.
 - C. **Counties With Populations Between 72,000 and 125,000.** A Grantee in this category shall have notified the Commission in writing no later than August 1, 2004 of its intent to apply for funds in order to be eligible to receive the initial lump sum payment described in the State Financial Assistance Contract. A Grantee in this category shall have its JJAEP program implemented and fully operational by January 6 2005. A program is fully operational when it is admitting students. If program operations have not begun by January 6, 2005 this grant will be terminated. If the grant is terminated under this Section, the Commission retains the right to request a refund of all funding provided to Grantee by the Commission under this grant.
 - D. **Extended School Year Funding.** The Commission makes no express or implied representation or guarantee of future funding for extended year programs (i.e., summer school). The Commission may, at its discretion and according to guidelines developed by the Commission, fund students attending the JJAEP during the extended school year if funds are available at the end of the regular school year from appropriations for this purpose. If said funding is ultimately available, the Commission shall execute an amendment to the State Financial Assistance Contract to allocate said funding according to guidelines and priorities to be developed by the Commission.
- V. **PROGRAMMATIC REPORTING.**
- A. **Annual Reports.** See General Grant Requirements.
 - B. **Quarterly Reports.** None.
 - C. **Monthly Reports.**
 - 1. **Monthly Attendance Roster.** The Grantee shall submit a monthly attendance roster detailing which students were in attendance, absent or on inactive status at the JJAEP for every school day in the month on or before the 10th day of the following month.
 - 2. **JJAEP Individual Student Data.** The Grantee shall collect the JJAEP individual student data as requested by the Commission and in accordance to standards for each student admitted into the JJAEP upon admission and exit from the JJAEP. The Grantee shall accumulate said information for all students admitted and exited in a given month. If the Grantee's county utilizes the CASEWORKER program, the Grantee agrees to submit said data to the Commission electronically through the CASEWORKER program by the 10th day of the following month. All data must be entered into CASEWORKER by the last day of the reporting month. If the Grantee's county does not utilize the CASEWORKER program, the Grantee agrees to submit said data through an electronic data interchange standards or via the Commission's Internet database not later than the 10th day of the following month.
 - 3. **Monthly Activity Report.** The Grantee shall complete the *JJAEP Monthly Activity Report* on a monthly basis. The report shall be completed and submit on or before the 10th day of the following month via the Commission's Internet database.

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D. **Other Periodic Reports.** See General Grant Requirements.

VI. **PROGRAMMATIC MONITORING.**

A. **On-site Monitoring Visits.** See General Grant Requirements.

B. **Unannounced On-site Monitoring Visits.** See General Grant Requirements.

C. **Desk Audits.** See General Grant Requirements.

D. **Other.** None.

VII. **APPLICABLE LAW.** The Grantee shall comply with the following applicable state and federal laws under this grant.

A. **Applicable Standards.**

1. **Texas Administrative Code (TAC) Title 37 Public Safety and Corrections.**

a. Chapter 348 - Juvenile Justice Alternative Education Programs.

i. **Exemption.** The Commission administratively revokes the requirements under TAC Section 348.31 (3) during the term of this grant.

B. **General Statutes.**

1. **Federal Law.** See General Grant Requirements.

2. **State Law.** See Also General Grant Requirements.

a. **Texas Education Code, Title II – Public Education.**

i. Chapter 37- Discipline; Law and Order.

b. **General Appropriations Act, H.B. 1, R.S., 78th Legislature, 2003, Article V.**

c. **Texas Government Code, Title 7, Uniform Grant and Contract Management.**

i. Chapter 783 - Uniform Grant and Contract Management Act.

C. **Policy.**

1. **Texas Juvenile Probation Compliance Resource Manual, Volumes 1 - 2, 2004.**

VIII. **FINANCIAL COMPONENTS.**

A. **Allowable Expenditure of Funds.** The Grantee shall expend any funds received pursuant to this grant for those costs that are reasonable, necessary and directly related to the creation and ongoing operation of a JJAEP.

B. **Unallowable Expenditure of Funds.**

1. Any expenditure not authorized in Section VIII (A) is unallowable.

C. **Financial Match Requirements.** None.

D. **Funding Adjustments.**

1. **Reduction of Grant Payments.** See General Grant Requirements.

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2. **Unexpended Balances.** None.
 3. **Overpayments.** See Also General Grant Requirements.
 - a. In the event an overpayment is discovered through any means, the Commission may deduct the amount of the overpayment from the next scheduled payment under this grant to the Grantee.
 4. **Refund Due.** See General Grant Requirements.
 - E. **Timely Expenditure of Grant Funds.** None
 - F. **Audits.** See General Grant Requirements.
 - G. **Financial Assurances.** See Also General Grant Requirements.
 1. All students for whom JJAEP grant funds were collected were in eligible categories for funding as defined in Section IV (A) of this grant.
 - a. Actual student attendance days reported on the *JJAEP Attendance Voucher* [TJPC-JJAEP-01-05] are verifiable and in agreement with the Grantee's monthly attendance roster.
 - b. The amount of funds received is reconciled with reported student attendance days and unearned funds have been refunded to the Commission.
 - H. **Service Provider.** See General Grant Requirements.
- IX. **FINANCIAL REPORTING.**
- A. **Annual Reports.** See General Grant Requirements.
 - B. **Quarterly Reports.** None.
 - C. **Monthly Reports.** The Grantee shall complete the *JJAEP Attendance Voucher* [TJPC-JJAEP-01-05] and submit it to the Commission on or before the 10th day of the following the month for which reimbursement is sought.
 - D. **Other Periodic Reports.** None.
- X. **FINANCIAL MONITORING.**
- A. **Annual Monitoring.** See General Grant Requirements.
 - B. **Periodic Monitoring.** See General Grant Requirements.