Heidi W. Abbott, Chair
David R. Hines, Vice Chair
Karen Cooper-Collins, Secretary
Tyren Frazier
Helivi L. Holland
Mary E. Langer
Robyn Diehl McDougle
Dana G. Schrad
Jennifer Woolard

Post Office Box 1110
Richmond, VA 23218-1110
804.588.3903

COMMONWEALTH *of* VIRGINIA

Board of Juvenile Justice

DRAFT MEETING MINUTES

January 11, 2016

Main Street Centre
600 East Main Street, 12th Floor, Conference Room North
Richmond, Virginia 23219

Board Members Present: Heidi Abbott, Karen Cooper-Collins, Tyren Frazier, David Hines, Helivi Holland, Mary Langer, Robyn McDougle, Dana Schrad, Jennifer Woolard

Board Members Absent: None

Department of Juvenile Justice (Department) Staff Present: Judy Allen, Ken Bailey, Jill Becker, Andrew "Andy" K. Block, Jr., Valerie Boykin, Demetria Clayton, Greg Davy, Aaron Dixon, Lisa Floyd, Daryl Francis, Janice Gardener, Lynda Hickey, Wendy Hoffman, Quincy Lawrence, Jack Ledden, Shelly McKain, Ashaki McNeil, Christopher Moon, Michael Moring, Elizabeth Morse, Mark Murphy, Margaret O'Shea (Attorney General's Office), Peggy Parrish, Deron Phipps, Kelvin Providence, Adam Santos, Rebecca Smith, Christopher Snead, Larry Tucker, Angela Valentine, Janet Van Cuyk, Anthony Wade, Courtney Warren, Kimberly Worsham

Guests Present: Elizabeth Charity (Youth Corporation, Inc.), D.B. Cimney (Youth Corporation, Inc.), Kate Duvall (JustChildren Program), Daniel Lavelle (Youth Corporation, Inc.), Joseph Lloyd (Tidewater Youth Services Commission), Daniel Min (*Richmond-Times Dispatch*), Shawn Sawyer (Tidewater Youth Services Commission), Donna Spence (Youth Corporation, Inc.), Chernoh Wurie (Youth Corporation, Inc.)

CALL TO ORDER
Chairperson Heidi Abbott called the meeting to order at 9:37 a.m.

INTRODUCTIONS
Chairperson Abbott welcomed all that were present and asked for introductions.

APPROVAL of August 3, 2015, MINUTES

The minutes of the August 3, 2015, Board meeting were provided for approval. On MOTION duly made by Dana Schrad and seconded by Tyren Frazier to approve the minutes as presented. Motion carried.

PUBLIC COMMENT PERIOD

Representatives from Youth Corporation, Inc. discussed the organization's work of reducing recidivism through entrepreneurship. Youth Corporation, Inc. offers job training and employment skills and individualized and business mentorship and entrepreneurial training, which will empower at-risk youth and young adults with the necessary skills to become positive contributors to society. Youth Corporation, Inc. provided a packet of information to the Board, which is attached. The Board thanked the group and asked them to contact the Department for further discussion.

COMMUNITY TREATMENT MODEL UPDATE

Andy Block, Director, Department

In 2014 the Department began discussions with the Board on introducing a new approach to working with residents in its juvenile correctional centers (JCCs) called the Community Treatment Model (Community Model). Residents and staff from Bon Air and Beaumont JCCs are present today to share their experiences on the transition to the new Community Model.

The Department started converting units to the Community Model in May 2015 and currently has seven units in operation. The process of converting a unit to the Community Model is complicated and involves training staff on a new curriculum in a block together while still having appropriate supervision of the residents in the JCCs during their absence.

Residents who are housed in Community Model units introduced themselves and discussed their experiences in the new Community Model. The residents believe that the community model approach allows for the following: (i) more open communication with staff; (ii) the staff and the residents feel more like a family; (ii) the staff have become mentors; (iii) the residents are now recognized as people and not judged by past offenses; (iv) the residents are given the opportunity to be more creative, such as painting and drawing on the walls; (v) scheduled activities throughout the day; (vi) the establishment of a vision board to map out the future is an inspiration; and (vii) the mood and mindset of the staff and residents are positive.

The Board posed questions to the residents on what the residents have learned, what additional programs the residents would like to see, and how the Department defines success.

The residents have learned to develop patience; attitudes are beginning to change; and although it might be hard, that second chances are a possibility. Residents would like to see more activities, especially cooking and outside events, a chance to help others, and an opportunity to take college courses. Residents agreed that mentors are needed to help the youth transition back into the community.

Director Block noted that the Department does have two college courses available to residents and is looking to add more classes to the schedule. Director Block also indicated that the Department does

not have a mentoring program available in every community. However, the Department is working on a process, which will require a policy change, to make it easier for advocates in the facilities to stay in contact with the residents after their release.

Director Block believes success can be found in the progress of the youth. Are youth behaving in the units and in the community; are there more incidents or a lack of incidents in the facilities; and how are the young people feeling about their experiences with the community model? Director Block stressed that the original goal of the program was for young people in the facilities to be doing meaningful work from the moment they awoke to when they go to bed. Staff satisfaction is another key piece of success. The Department has instituted shorter working days, 12-hour shifts to eight-hour shifts in the transformed units, to help with the mental and physical strains on personnel.

A facility staff member who has worked with the Department for ten years believes the Department is heading in the right direction. The Community Model allows staff to become closer to the residents and build a relationship based on trust. This gives the staff an opportunity to deal with the resident's trauma and whatever is causing certain behaviors. The staff member went on to say that one of the most important aspects of the program is the family because the youth will eventually return. Families are now able to come on the unit to visit and are provided with tools to help keep the resident on track when they return home.

The Board was very interested in receiving feedback from the residents upon their return home about the program and for the residents to continue giving their feedback through the staff on the program's progress. The Board thanked the residents for coming to the meeting and sharing their feelings about the community model.

DIRECTOR'S CERTIFICATION ACTIONS
Ken Bailey, Certifications Manager, Department

Included in the Board packet are the individual reports and summary of the Director's certification actions completed on October 26, 2015. Mr. Bailey highlighted a few of the certification actions.

The 26th Court Service Unit had a difficult time with documentation, especially in the area of social history reports. The unit has a new administration and is working closely with the Certification Team to correct the deficiencies. Director Block certified the unit for one year with a monitoring report in six months.

Aurora House, a group home in Northern Virginia, had 100% compliance.

Chesapeake Juvenile Services and Post-dispositional Detention Program were certified for three years.

Henrico Juvenile Detention Center had issues with critical regulatory requirements in the area of medication, and the Certification Unit was asked to provide a status update. Their certification was extended until the end of this month. The Certification Team completed follow up reports with Henrico Juvenile Detention Center, and they are now in compliance.

Opportunity House, a group home in Lynchburg, had issues with critical regulatory requirements; and the Certification Unit was asked to provide a status update. Their certification was extended six months with a review of those regulatory requirements every four weeks. The Certification Team has been reviewing those reports every four weeks and they are demonstrating compliance. Opportunity House has implemented better monitoring of their physical/TB exams during the admission process.

The Board had no questions.

TIDEWATER YOUTH SERVICES COMMISSION VARIANCE REQUESTS
Janet Van Cuyk, Legislative and Research Manager, Department
Shawn Sawyer, Deputy Director, Tidewater Youth Services Commission
Joe Lloyd, Interim Director of the Apartment Living Program, Tidewater Youth Services Commission

The Tidewater Youth Services Commission (Tidewater Commission) is a public agency working with the Department to start an Apartment Living Program (Program). This will be the first Program of its kind that exists in the Commonwealth. The Tidewater Commission previously operated a similar program, but it was closed due to budget cuts. The Tidewater Commission has come before the Board to ask for three variance requests from two sections of the *Regulations Governing Juvenile Group Homes and Halfway Houses (6VAC35-41)*.

The **first** variance request is for 6VAC35-41-650 E Nutrition. The Program works with the youth on independent living skills. They will be taught how to grocery shop, budget, and develop their own menus that are nutritional and meet the USDA guidelines. There is not a cook on the premises. The menus developed might not reflect the meal the youth will eat that day. After working late at night, the youth, depending on their energy level, might decide to fix something different from their set menu. The staff would not necessarily be able to monitor the actual meal and whether the youth followed their menu exactly.

The **second** variance request is for 6VAC35-41-650 C Nutrition. Depending on the hours the youth is keeping, whether at school or at work, the staff would not necessarily be able to monitor whether the youth ate or has eaten within the 15 hours following the evening meal to the breakfast meal. The staff may not have the means to ensure youth are getting meals in that timeframe.

The **third** variance request is for 6VAC35-41-920 D Staff Supervision of Residents. There are situations when staff will need to leave the Program due to issues with residents. An example would be if a youth were to become ill at work and needs to be brought home. A staff member on duty would need to leave the premises and attend to the youth who was ill. Policies, procedures, and protocols are in place for this type of incident. The residents are aware they cannot leave the premises without first notifying staff. In addition, youth must sign in and out upon arrival and departure from the premises. If staff decides the situation warrants them leaving the premises, they will not be gone for an extended period as there is a requirement for hourly observation of participants.

There was an extended question and answer period on the Program. A summary of the answers about the Program are as follows.

The Program accepts youth transitioning out of JCCs or youth already in the community but for various reasons are not living at home. These are youth who have no family, no home, and nowhere to go except into homelessness or a shelter. Primarily the Program accepts males from across the state but has an interest in being co-ed (one of the four apartments could house females). The Program does not accept registered sex offenders. When a youth first enters the Program, he or she is required to wear a GPS monitor the first 30 days; so staff can know their exact location. The youth are allowed to stay in the Program for four to six months.

The Program staff work closely with the youth's referring parole officer and, in addition, the applicant's packet is reviewed to see if the Program is the appropriate place for the youth. This means making sure the Program can help with the youth's needs, if the youth would be able to follow the guidelines of the Program, and if the youth is motivated to be successful.

The Program teaches independent living skills such as how to budget, grocery shop, and open a checking account. The staff ensures the youth has their source documents such as birth certificate, Medicaid card, and social security card. Staff helps the youth complete applications for work and even role play job interviews. The Program conducts aggressive replacement training groups, independent living groups, and cooking groups. The staff provides the youth with whatever they might need to transition to their own home and be successful.

The Program is located in a condominium complex in Virginia Beach that has four apartments, with eight beds and two residents in each apartment. Bed checks are completed every hour and residents are instructed to sign in and out when entering and leaving the premises. No staff lives onsite, but the Program is manned 24 hours a day, seven days a week. It was requested that the Board envision a condominium complex with four units in one building with the building next door housing the Program's office on the bottom floor. Program staff on duty during the day/evening shift will be either the Assistant Director or Director and a counselor. Program staff during the midnight shift will be one counselor available throughout the night. There might be situations where residents, for various reasons, need transportation back home, while only one staff person is on duty.

Board Member Holland, referring to the variance request, "staff person would be off site for only short periods of time" asked what the Program considers a "short periods of time"?

Mr. Lloyd acknowledged that staff could be away from the premises for 30 to 60 minutes.

Board Member Woolard commented that it does seem that the Board's challenge is to balance wanting to facilitate what the Program is already doing, which is to make sure the youth are secure, with not trying to solve the problems that do not exist yet. Board Member Woolard imagines this variance would be used infrequently and for a relatively short period of time. Board Member Woolard would be reluctant as a Board to put a lot of specific conditions onto the request without having a sense about what the variance will really accomplish.

On MOTION duly made by Helivi Holland that the Board of Juvenile Justice approves the Tidewater Youth Services Commission's variance requests for exemption from the Board's regulatory requirements provided in section 6VAC35-41-650 (E) and (C) and 6VAC35-41-920 (D) of the

Regulation Governing Juvenile Group Homes and Halfway Houses involving its planned Apartment Living Program for a period of five years.

Board Member Hines is not as comfortable with the variance on the supervision as he is with the nutrition variances. If personnel are gone for 30 minutes and come back, do a bed check and then the personnel is gone for another 30 minutes, come back and do a bed check. Now there is 12-hour supervision instead of 24-hour supervision. This aspect concerns Board Member Hines, not just for the youth and the staff, but for the safety of the residents that live in the community.

Ms. Van Cuyk said the Board has three options with regards to the variance request that include vote as moved, substitute motion, or amend the variance to include timeframes.

Board Member Langer asked the Board to look at the other side of the issue. If a youth is stranded in the community or needs assistance to get home, this youth's predicament could be a greater safety risk than the youth sitting in the apartment for 30 minutes alone. The opportunity for staff to assist that independent youth in the community is probably the greater danger.

Board Member Hines agrees: if the variance were to be amended to say staff will only leave the premises when they need to assist the youth because that need is greater, Board Member Hines can support.

Ms. Van Cuyk noted that the Board can amend the variance request to include timeframes or to say only "in case of emergencies" shall staff be allowed to leave the premises.

The Board approved the MOTION duly made by Helivi Holland and seconded by Dana Schrad for the Tidewater Youth Services Commission's variance requests for exemptions from the Board's regulatory requirements provided in section 6VAC35-41-650 (E) and (C) of the *Regulation Governing Juvenile Group Homes and Halfway Houses* involving its planned Apartment Living Program for a period of five years. The Board approved a substitute motion to amend the variance request for 6VAC35-41-920 (D) to limit when the variance is applicable to only emergency situations with the staff leaving the Apartment Living Program for no longer than one hour providing notice of the absence is made to his or her supervisor. Motion carried.

REGULATORY UPDATE
Janet Van Cuyk, Legislative and Research Development Manager, Department

Ms. Van Cuyk noted that the regulatory update can be found on page 80.

Due to time issues, the presentation on the length of stay guidelines has been passed over.

REENTRY UPDATE
Valerie Boykin, Deputy Director for Community Programs, Department
Ashaki McNeil, Reentry Program Manager, Department

In August 2014, the Department received funding from an Office of Juvenile Justice and Delinquency Prevention (OJJDP) reentry planning grant of $130,000. The grant allows the Department to assess its

parole and reentry systems and provide concrete recommendations to sure up the processes. Part of that involved creating a taskforce of intra- and inter-agency partners who could assist in improving the processes and getting access to services for the youth. The Department has since been awarded an implementation grant of $700,000 with a match from the Department and the Annie E. Casey Foundation that will give the Department just over $1 million. The Department was one of only three states to receive this grant award.

The Department has had initial success with the grant funding by establishing One-Stop Workforce Centers (Centers) located in 15 court service units. These Centers will have computers available that will link directly to local workforce development centers to help the youth with finding employment. The Department is also in the process of setting up Centers in Beaumont and Bon Air JCCs.

Another accomplishment is the success of the Driver's Education (Ed) testing site at Beaumont JCC. This is the first JCC in the nation to have an Ed testing site. Currently, Beaumont JCC is only able to provide the paper test; but the Department is looking at purchasing the simulator. Currently, four students from Beaumont have passed the test.

Historically, youth were not able to apply for Medicaid until after they left a JCC. The Department now has implemented a better process. The youth is able to apply for Medicaid 45-days prior to his or her release, and the coverage becomes effective on the day of his or her release. The Department is also able to cover eligible youth with Medicaid coverage for hospitalization while in the Department's care.

The Department is fortunate to have a Department of Labor grant designated to Pathways, a non-profit entity implementing certification programs to the JCCs. One of the Pathways' programs is located at Beaumont JCC called Youth Build. The residents in this program are actually building pieces that are transported to the community to renovate a house. There is also a Pathways' Career program, which is at Bon Air JCC and offers industry recognized certifications for the youth. Both programs pay the residents for their work, and the money is used to pay off their fines and fees prior to their release. The money left over is given to the youth to take with them and assist with reentry after release.

School reenrollment continues to be a problem area for the Department. The Reentry Taskforce has a subcommittee looking at the reenrollment process and strengthening the regulations so the youth can quickly enroll in the appropriate school after their release. The local school division determines where the youth are placed and many times they are placed in alternative schools. This makes it hard for the youth to ever get back to a regular education setting.

A major effort being undertaken by the Division of Community Programs is to revise the Department's reentry and parole processes. The new processes will have a greater involvement with families at the moment of commitment including being a part of the decision making for their family member.

The Department is also looking at expanding evidence-based programs. The Apartment Living Program (Program) is the Department's first in terms of building continuum of services for the youth. The Department is hoping to award contracts to providers statewide this spring that would expand

the array of services available to youth and their families. The Department is also researching more family-based treatments that can fill a critical need for family counseling or other types of services.

Board Member Langer asked what the continuum is for those youth who are entering the Program, who do not have a family or other support, and then their parole ends.

Deputy Director Boykin offered that the youth in the Program are usually employed fairly quickly and are expected to save money for future housing. There is a component that follows up with the youth after they leave the Program to ensure they are transitioning well.

Chief Deputy Director Valentine added that one of the other pieces that the Tidewater Commission provides is called the Apartment Support Program. When the youth leave the program, they will move into their own apartment. When the youth first moves in, they have saved enough money to pay their security deposit. With the Apartment Support Program, their first month's rent the Department pays 75% and the youth pays 25%. The next month its 50%-50% split between the youth and the Department. Then the next month the youth pays 75% and the Department pays 25% or until the youth has saved enough money to they pay their own rent. A case manager continues to track the youth through the Apartment Support Program helping to facilitate a smooth transition.

Engaging families through visitation options is another project the Department is working on under the Reentry Grant. The Department has issued a transportation request for proposal, which closed last December. Hopefully later this year, the Department will be issuing a contract with a vendor who will be able to transport families to the JCCs in order for the families to visit with their youth more consistently.

The Department currently has two video visitation programs in Danville and Roanoke where families can go and visit with their family members who are at either Bon Air or Beaumont JCC via video conferencing. The Department is working with a non-profit organization that primarily works with the Department of Corrections but is interested in partnering with the Department to create another video visitation site for the Richmond Metro Area. In addition each parole officer has a video camera attached to their office computers so, if it is during the day, families can visit with the parole officer and have a video visitation with their family member in a JCC. This is a great opportunity for families located in one part of the state to participate via video conferencing in the decision-making conversations associated with their family member in the Department's care.

The Department would also like to partner with the Department of Social Services (DSS) on their family partnership model with youth in foster care. DSS has frequent family partnership meetings to try to reunite the youth with their family. The Department is working with the DSS to adopt a similar process. The purpose is to keep the family tied together and work with the family on issues prior to the youth returning home.

The Department is also working to set up child friendly visitation sites at Bon Air and Beaumont JCCs. The Department has youth that are parents themselves or have younger siblings; the Department is making these sites a little more family friendly for visitation.

Through the Reentry Grant, all parole staff will be retrained on the YASI, which is the Department's risk assessment tool. With any type of assessment instrument, it is beneficial to retrain and retool employees periodically to maintain the reliability and validity of the instrument. In addition, the Department will also develop a train-the-trainer session to have the internal capacity to train new staff over time to ensure appropriateness in the administration and scoring of the instrument.

EDUCATION UPDATE
Lisa Floyd, Deputy Director for Education, Department
Jill Becker, Director of Special Education, Department

The Division of Education is working hard to update and improve the teaching and learning taking place in the classrooms of the JCCs. Last fall, the Division of Education asked for an audit to receive baseline data on the Department's special education population. The audit has been completed and a report provided. In the meantime, the Department has had several changes of personnel, job duties, and responsibilities. Jill Becker, the Department's new Director of Special Education, prepared a response to the audit and an implementation plan.

The Board was provided a summary plan, which is attached, breaks down the needs improvement areas of the audit and describes the Department's proposed corrective action and timeline related thereto. All items noted on this document have been completed. The audit results allowed the Division of Education to (i) train staff in a group setting or in one-on-one trainings; (ii) bring in other divisions such as Residential Services, including Health and Behavioral Services, to assist in the special education processes; and (iii) to develop checklists to help staff with the details. In addition, an internal audit team has been created to perform mock audits in the spring to track the successes and ensure items do not fall through the cracks.

Board Member Cooper-Collins asked if all areas that were found to be out of compliance have been corrected.

Ms. Becker noted that there is one area that still needs attention dealing with a speech pathologist. Ms Becker went on to report that the Division of Education held its first manifestation meeting, which was a major accomplishment and included other divisions in the process. This will become common practice.

DIRECTOR'S COMMENTS
Andy Block, Director, Department

Six residents in the Department's Quilting Program from Beaumont visited the Governor and First Lady at the Executive Mansion on December 18, 2015. The residents presented them with a very special quilt that took almost a year to complete that depicts symbols of the Commonwealth. Governor McAuliffe was so taken with the quilt that he ordered it hung in the lobby of the Patrick Henry Building and invited the quilting teacher to be his guest at the State of the Commonwealth speech.

Last week the Department met with the consulting team from the Annie E Casey Foundation to review all the work that has been done in the past year and to discuss the work in the upcoming year.

The implementation of the length of stay (LOS) guidelines has been smooth. Through the LOS guidelines, the lowest-risk, least offending youths have shorter lengths of stay and are now being prescreened prior to disposition. This allows the Department to assess these young people in local detention centers instead of bringing them to either Beaumont or Bon Air JCC. The Department is sending them directly to their Community Placement Program.

The Governor introduced his budget prior to the December holidays. There are two pieces of significant importance to the Department in the budget this year. The first piece is having budget language that will authorize the Department to reinvest savings as it becomes available as the juvenile population continues to decline, which will produce a savings. The Department will be able to use that savings to establish a continuum of services and alternatives across the Commonwealth for its youth.

The second piece is proposed in the Governor's bond package for the funding for two new, smaller JCCs that would support the community treatment model in central Virginia and Hampton Roads. The Department has a large number of young people from the Hampton Roads area. Geography can be a real barrier to keep families together and stay engage. Research was conducted on the Department's determinately committed youth who are most likely to continue to be confined in the JCCs. Approximately 25% of those youth live within an hour's drive of home in the Department's current footprint. If the Department is given approval to build the new facilities, about 75% would live within an hour's drive of home. The total cost of the facilities in the bond package is approximately $90.5 million

BOARD COMMENTS
There were no Board comments.

NEXT MEETING
The next meeting is scheduled for April 18, 2016, at the Main Street Centre, 600 East Main Street in Richmond. Chairperson Abbott stated that she will not be available to attend and that Board Member Hines, as Vice-Chair, will conduct the April meeting.

EXECUTIVE SESSION
On MOTION made by Helivi Holland and seconded by Tyren Frazier for the Board of Juvenile Justice to reconvene in Executive Closed Session, pursuant to Section 2.2-3711(A)(1) and (A)(7), for a discussion of certain personnel matters and to consult with legal counsel and obtain briefings by staff members, consultants, or attorneys pertaining to actual or probable litigation and any other specific legal matters requiring the provision of legal advice by counsel. Motion passed

After conclusion of the Executive Closed Session, the members of the Board certified that to the best of their knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the Executive Meeting and (ii) only such public business matters as were identified in the motion convening the Executive Meeting were heard, discussed, or considered.

ADJOURNMENT

Chairperson Abbott adjourned the meeting at 12:41 p.m.

Reality Education Television (RETV)

Reality Education Television better known as RETV, is a partnership with George Mason's Social Entrepreneurship Society (SES). This student-led organization, works in the community, to help *Reduce Juvenile Delinquency by Providing Juvenile Justice.*

Although RETV is created by Youth Corporation Inc, it is owned and operated by the Social Entrepreneur and members of the Business Community. Discover how your business can turn *Social Capital into Social Change.*

Scholarship, Mentorship, Apprenticeship

Through RETV, YCI is able to create *Social Entrepreneurs through Community Service.* This is established by using a 3-pronged approach: **Educate, Give Back, Reward.** Through Scholarships, one juvenile offender begins the ***education*** process of workforce development, while a college student begins their journey of Mentorship. Both groups must ***give back*** through community service projects in order to participate in any Apprenticeship opportunities offered by YCI. By *Creating Social Entrepreneurs through Community Service*, a community will be able to *Reduce Juvenile Delinquency by Providing Juvenile Justice.* In return, participating businesses will receive recognition for their contribution to the effort. Building a community of responsible civic-minded individuals is the greatest ***reward***!!!

Youth Corporation Inc. (YCI)

Non-Traditional Career Center

YCI, is a Business Employment Center that provides a myriad of resources into the community to *Reduce Juvenile Delinquency by Providing Juvenile Justice.*

Northern Virginia Workforce System

YCI will be located at the intersection of Prince William Pkwy & Old Bridge Rd. and will be listed as a training provider with the Northern Virginia Workforce System. Learn about our 12-Week Job Readiness & Mentorship Program. Experience how workforce development plus community service equals an opportunity for a juvenile offender and a college student to become a Social Entrepreneur.

Elizabeth Charity, President

elizabeth.charity@yciyos.org

571) 314-7503

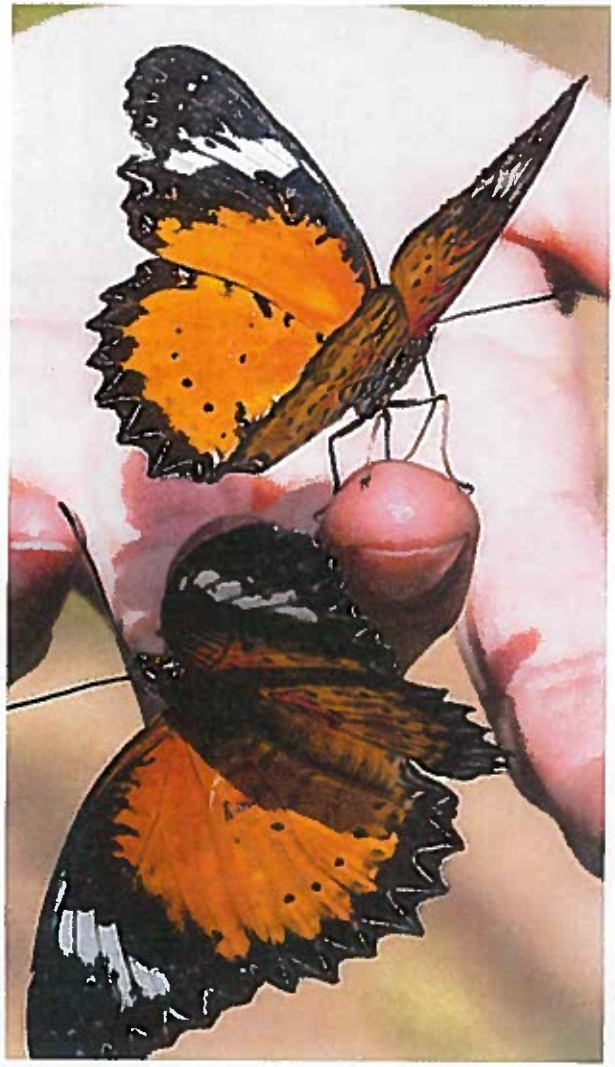
www.yciyos.org

Reality Education Television (RETV)

Creating Social Entrepreneurs

Through Community Service

Youth Outreach Services (YOS) primary mission is to transform the juvenile offender into an entrepreneur through workforce development.



Business Mentorship Program

Love what you do? This program allows a business to provide workshops which will be available to all students and their family members.

Job Training Program

Hands-on job training within the vocations of an incubator business located at Youth Corporation inc.'s Non-Traditional Career Center.

Apprenticeship Program

Advanced workforce development training specifically tailored to your interest. In most cases, this will involve compensation.

Entrepreneurship Training Program

Want to start a business? This program will provide you with the basic knowledge necessary for starting a business.

Reducing Juvenile Delinquency by Providing Juvenile Justice

Youth Outreach Services (YOS) 12-Week Job Readiness & Mentorship Program, is the vehicle that will transform juvenile offenders into entrepreneurs through workforce development. Using a 3-pronged approach YOS is able to *Create Social Entrepreneurs through Community Service* by *turning Social Capital into Social Change.*

Educate, Give Back, Reward

Using a 3-pronged approach, Youth Corporation Inc. & Youth Outreach Services established a model that one must become ***educated***, by ***giving back***, in order to receive a ***reward***. YOS will develop partnerships with other nonprofits and youth development organizations, in order to *Create Social Entrepreneurs through Community Service*. While the 12-Week Job Readiness & Mentorship Program is the vehicle for change, we need social capital to make Education a Reality!!!! Learn more about RETV to see how you can help.

Reducing Recidivism- Transforming the Juvenile Offenders to Social Entrepreneurs

By Elizabeth Charity

"Richmond bottomed out in 1994: one city councilman went off to rehab for his heroin problem and another was in hot water for not paying utilities and renting out condemned property, enrollment at VCU dropped, the city recorded the nation's 19th largest population decline since 1980, Richmond made the wrong end of Money Magazine's *Best Places to Live* list, and by the end of the year had tallied a record 161 homicides. With recent years showing the lowest body counts since 1961, the city's population back up over 200,000, and VCU having greatly expanded, it is difficult to imagine that mid-1990s Richmond was ever real."
(chpn.net/news/2010/08/15/Richmond-1994_147837

In 1994, Richmond rated third in the Nations for homicide and being a single mother with two black sons, I didn't want my sons to be one of the statistic, therefore, I developed and implemented a nonprofit 501c3 organization, Youth Outreach Services. In 1994, the organization was approved for a grant to start a Job Training Program by the former Governor George Allen and he used it as the Virginia Initial Welfare to work program in 1995.

Now, twenty (20) years later, I am graduating from George Mason University with a BIS (Bachelor of Individualized Study) degree with a concentration in Social Entrepreneurship that is transforming the juvenile offenders into social entrepreneurs. To research the effectiveness of programs geared towards rehabilitation and providing employment to juvenile offenders necessary to reduce recidivism in which the students will draw on the disciplines of psychology, criminology, business, communication, sociology, and the contributions of various academic disciplines. Business and Communication will help provide the knowledge and skills necessary to successfully fundraise through social media, television sponsorship, and entrepreneurship training, in addition to also providing ex-offenders with models and opportunities to own their own business. Sociology is needed to help the juvenile offender to build self-esteem, to find self-identity, to learn how to socialize with their peers and to grow into a well-adjusted young adult. Using Youth Outreach Service's (YOS), 12 week job readiness mentor program, which includes entrepreneurship, rehabilitation, employment , interactions with students as mentors, and business sponsorship, aims to break the cycle of recidivism with the goal of successfully transitioning ex-juvenile offenders into social entrepreneurs. "Social entrepreneurship signals the imperative to drive social change and it is that potential payoff, with its lasting, transformational benefits to society, which sets the field and its practitioners apart" (Martin & Osberg, 2007). YOS seeks to improve the lives of people who are hurting and to bring forth

transformation and positive social change, and this study aims to investigate the impact of social entrepreneurship on the problem of recidivism among juvenile offenders.

My main objective is using a 3-pronged approach; business, education and community service. The University establishes a mindset that the student must educate themselves and give back to receive a reward. Therefore, I organized a George Mason University Social Entrepreneurship Society on campus. The rewards to the students are an internship through the businesses who participate in GMU Social Entrepreneurship Society, where they can receive on hands experiences in their major and receive academic credit. They give back by mentoring a juvenile offender and help them to transition back into society. To develop and implement this equation, I used my nonprofit organization Youth Outreach Services as an Experimental Lab this summer to implement YOS 12 week job readiness mentor program. We had college students who need community services hours to come and work with Youth Outreach Services and we had them to work in managerial positions to mentor the other students who participated in the program. They can turn their community services hours into workforce development by applying for employment and using their community services hours as references.

The results of getting a degree in Social Entrepreneurship – Reducing recidivism are as following:

- Ex-juvenile Offenders receives mentoring and financial support to help reduce Recidivism from the businesses that participate in the mentoring program and receive positive publicity through Reality Education Television. RETV is taking the education out of the classroom and bringing it into the community. Reality Education Television is a partnership with George Mason's Social Entrepreneurship Society (SES). This student-led organization, works in the community, to help Reduce Juvenile Delinquency by Providing Juvenile Justice.
- Although RETV is created by Youth Corporation Inc. (Business factor) it is owned and operated by the Social Entrepreneur and the Business Community. Discover how your business can turn Social Capital into Social Change.
- Employment & Rehabilitation can Reduce Recidivism and save the Communities precious resources.
- Develop and implement a non-traditional Career Center for Business &Job Development.
- Submit Research Analysis results to Policy makers in Congress and General Assembly to provide more funding for education instead of incarceration.

In January, 2015, I had the opportunity to submit my research analysis results to the Speaker of the House, Delegate Bill Howell.

And in April, 2015, I had the opportunity to submit my research analysis results To Congressman Robert J. Wittman.

End The School TO Prison PIPELINE

REDUCING RECIDIVISM PRESENTATION TO DJJ

TRANSFORMATION

INTRODUCING THE TEAM

Alisha James, Program, Coordinator

Donna R. Spence, MA. Prof. Counseling Mental Health Counselor

Diane Kem, PhD., Lic Psychologist Life Coach

Daniel Lavelle, Project Manager, Business Development, George Mason University, Major in Psychology

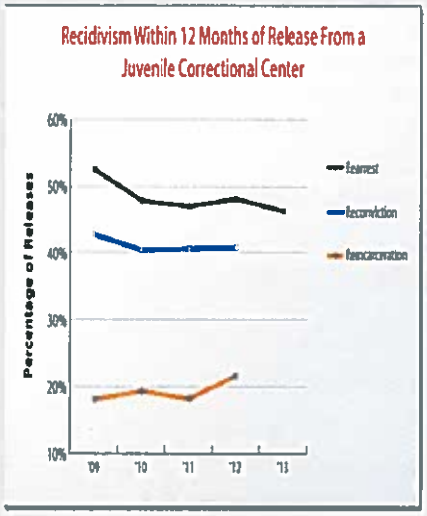
VIRGINIA STATISTICS

- Virginia has the highest rate of referring school children to the police.*
- Virginia blurs the line between criminal offenses and school disciplinary matters. Student discipline should be kept in the realm of school principals, not law enforcement.*
- *"*Time to Stop Criminalizing Mere Misconduct* by Chris Braunlich and Angela Ciolfi in Thomas Jefferson Institute for Public Policy Dec. 25, 2015."

MORE STATISTIC

- The U.S. criminal justice system normalizes crime and poverty for a large subset of the population in a cycle known as the school-to-prison pipeline.
- Obama emphasized supporting the reentry population, which would result in "less crime, less recidivism, safer communities, more stable families, and economic growth." (Fox Nixon, Rutgers University–Newark).
- A struggling reentry population, racism, and the school-to-prison pipeline are repercussions of the negligence of a system.

VIRGINIA DEPARTMENT OF JUVENILE JUSTICE STATISTICS



- Tracks re-arrest, reconviction and re-incarceration for 12 months after release from a juvenile correctional center.
- In 2012, reconviction occurred for 40.8 percent of the juveniles who were rearrested in 2011; their re-incarceration rate rose to 21.6 percent over the previous year.
- In 2013, re-arrest occurred within one year for 46.3 percent of juveniles released from a correctional center, down from the previous year.

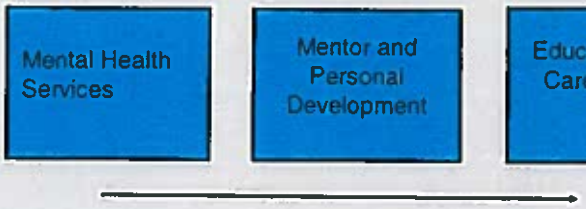
HOW WILL YOUTH CORPORATION, INC/YOUTH OUTREACH SERVICES ADDRESS THE STATISTICS

- Create high standards of social and environmental performance, accountability, and transparency.
- Formulate a dynamic organizational structure that that uses expertise from different professional fields
- Create a unique working environment for at-risk youth as an outlet from delinquency
- Provide college and business mentors that will educate the at-risk youth about the future implication of becoming an entrepreneur

SERVICES PROVIDED

Internships and Apprenticeship	Individual and Family Counseling
Job Readiness Training	• Mentor/Personal Development
Entrepreneur Training	• Mental Health Services
Financial Management	• Life Skills/Critical Thinking
Small business development	• Healthy Social Skills
Education Advancement	• Mentoring

PROGRAM BREAKDOWN



STATISTIC FROM GRANT RECEIVED IN 1995 FROM FORMER GOVERNOR GEORGE ALLEN

Youth groups to receive $69,000 for job training

Program will be conducted at old Thalhimers downtown

BY TOM CAMPBELL
TIMES-DISPATCH STAFF WRITER

Gov. George Allen yesterday granted $69,000 to Youth Corporation Inc./Youth Outreach Services, a job-training program that will operate in the old Thalhimers department store building downtown.

Allen, whose welfare-reform proposals are before the General Assembly, said YCI/YOS is the kind of program needed to give poor people ways of staying off the welfare rolls by training them for and helping them find meaningful work.

According to Allen's office, YCI/YOS focuses mainly on young adult mothers on welfare.

Targets better-than-average students

The program mainly targets better-than-average students, many of whom "have had an experience with our failed welfare system," Allen said at the grant announcement. A statement from his office described participants as "high-risk youth who show a desire to succeed."

The program is open for adult welfare recipients, said Elizabeth Hatos Chaney, executive director of the program. Hatos Chaney has been working on the program as a volunteer currently about five years and has counseled about 200 young people.

"For the past five years, I feel like I have been a voice for those people of Virginia who have the most serious issues," she said.

With the grant, Hatos Chaney plans to start a "hard-to-hard program" on the fifth floor of the Thalhimers building. An "urban planning" school will teach design, architecture and computation skills, she said. Another school will provide training and mentoring and teach personal skills, such as money management. An adult school will include drama and TV broadcasting. The business school will cover basic accounting, running a small business and computers.

"We want to get at least 500 businesses to come in and give hands-on training for the youth and welfare people," she said.

Alice Shaw, whose family's company, Thurber Square L.L., owns the old Thalhimers building on East Broad Street, said he plans to house related businesses on other floors.

Details of the YCI/YOS's agreement are still being worked out. Shaw said he and his wife helped get the program going. Others now on board include Chief Mayo M. Tignon and John Dotson, general manager of WWBT (Channel 12).

Federal funds allocated to Virginia

The $69,000 comes from federal funds allocated to Virginia under the Job Training Partnership Act. Appropriations by 32 counties or grants by the governor, totaled or going to existing programs such as Virginia JOBS.

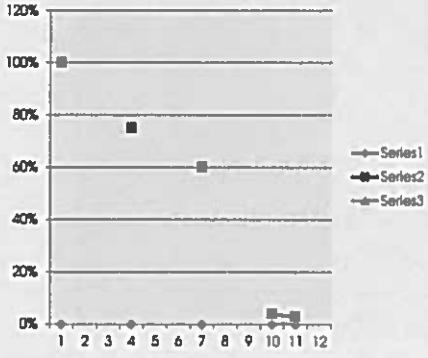
Allen, who announced the grant the same day a Virginia Senate subcommittee killed a bill to end welfare benefits for most legislators, said YCI/YOS is a positive step because, [illegible] the "assistance we need now" for a change the welfare system that impacts the people [illegible].

"These young folks are our future and they have a tough way ahead of them," he said, "just like everybody else."

HIS-ON TRAINING. Gov. George Allen posted a call with the help of [illegible] Grant Tangwon, both brandi and Travis Charity at

STATISTICS FROM GRANT RECEIVED IN 1995 FROM FORMER GOVERNOR GEORGE ALLEN

complete after school program	graduated from high school	Obtain employment	married	incarceration
100%	75%	60%	4%	3%



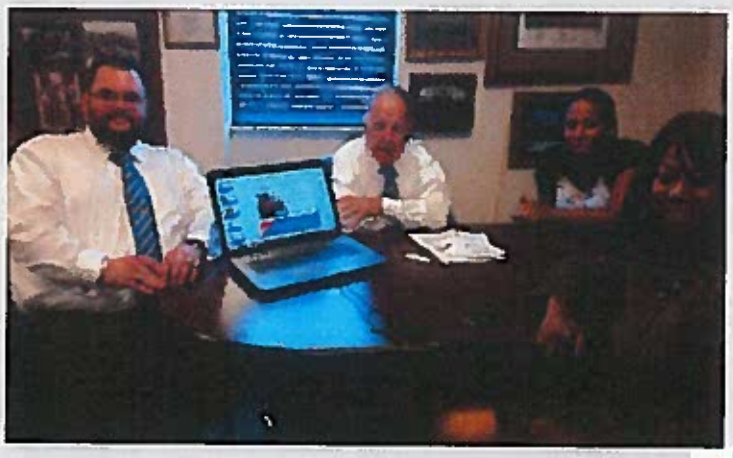
Complete after school program	100%
Graduated from High School	75%
Obtain employment (careers)	60%
Married	4%
Incarceration	3%

Youth Outreach Services

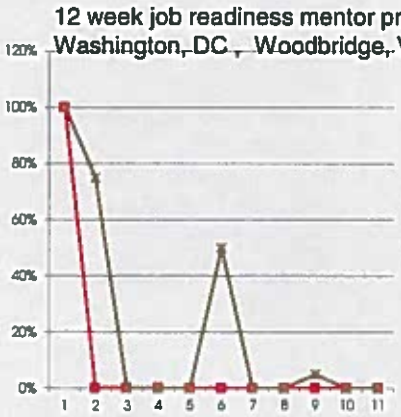
SUCCESS STORIES

- Travis Harris, participated in the 12 week job readiness mentor program. He attended UVA, Virginia Union and now is attending College of William & Mary Graduate School and plans to get a Ph.D. in African America Studies.
- He was also a Mentor at YOS job readiness program and became the first YOS executive director.
- He is now working with the Police Department at W&M to have Black Bodies Matters Peace Rallies.

CONTINUE YOS SUCCESS STORIES IN PRINCE WILLIAM COUNTY



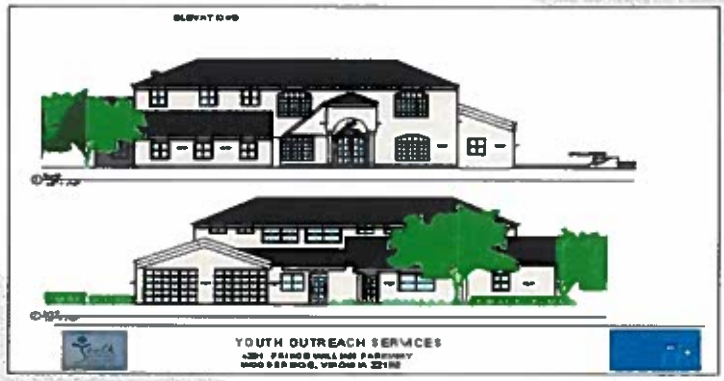
YOUTH OUTREACH SERVICES HISTORY OF SUCCESS 2006- 2012 (AGES 11-24 YRS)



Students higher education	(middle school, high school, and College)	75%
Students Obtained Jobs		50%
Students return to detention center		5%

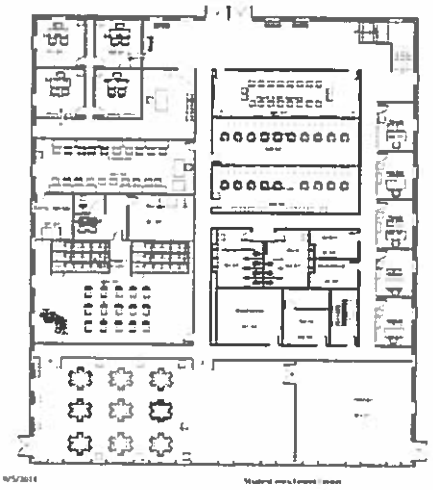
NON TRADITIONAL CAREER CENTER

- YCI and YOS will build a facility on the property purchased in Woodbridge, Virginia as a Career Center for job placement .
  - Center will provide Business incubator support for local businesses which will turn into employment opportunities.



Non traditional career center continued…

FIRST FLOOR PLANS: FURNISHED

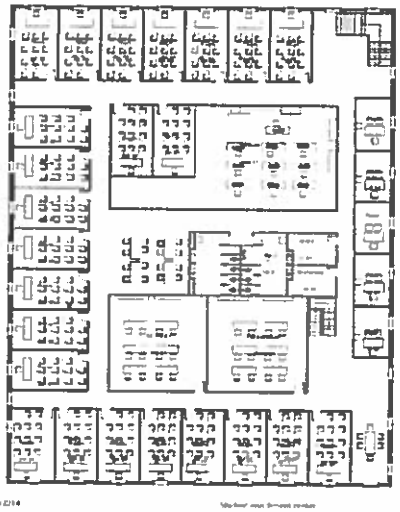


- Staff and Administration Offices
- Computer lab
- 4 individual apprenticeship classrooms
- Male/Female bathrooms
- Cafeteria/Kitchen
- Nurses Office
- Music Auditorium
- Art Gallery

Youth Outreach Services

Non traditional career center continued…

SECOND FLOOR PLANS: FURNISHED



- Classrooms where at risk youth learn, in detail, about their selected vocation
- At risk youth are put into a learning environment that they feel is relevant to their lives.
- At risk youth become motivated to learn
- At risk youth's potential is tapped into
- Learning momentum occurs and at risk youth find hope in education
- Education to prison pipeline is liquidated
- Desire to become a productive member of society and entrepreneur is created and enhanced

BENEFITS TO THE STATE

- Partnership will make employment more innovative, engaging, and resourceful
- Data collection will allow the state to discern trends and patterns that will bring down the recidivism rate and save the state money.
- Create small businesses for economic development
- Reduce Recidivism /Education Pipeline to Jail
- Allows Virginia to provides a model for other states to follow.
- Power tool to measure, compare, and improve social rehabilitation programs.
- Bipartisan efforts to bring forth Social Justice

BOARD OF DIRECTORS

Faye Taxman, PhD.
George Mason University
Center for Advancing Correctional Excellence,
Director

Chernoh,Wurie, PhD.
Professor in Criminology
Virginia Commonwealth University

Mr. James Hicks,
D.E.P. Printing
Business Owner
Civic-Leader, &
Rotary Club

Youth Outreach Services

PARTNERS

- George Mason University
- Northern Virginia Community College
- Virginia Commonwealth University
- Local Politicians
- Local Businesses

SPECIAL THANKS

ELIZABETH CHARITY, CEO AND FOUNDER

- www.yciyos.org
- https://www.youtube.com/user/RealityEducationTV

GEORGE MASON UNIVERSITY

Center for Advancing Correctional Excellence
Department of Criminology, Law and Society
4087 University Drive, Ste. 4100, Fairfax, VA 22030
Phone: 703-993-8555; Fax: 703-993-6020
E-Mail: ace@gmu.edu
www.gmuace.org

September 27, 2015

To Whom This May Concern:

As faculty advisor to George Mason University's Social Entrepreneurship Society, I am pleased to assist in the research of the Youth Outreach Services (YOS) 12-week job readiness and mentorship program. We will work to assist in the study of the YOS program. This program design has great potential to assist young adults (18-28 years old) with opportunities to be mentored on social, interpersonal and employment skills. It is a very critical addition to the service delivery system for those returning from a period of incarceration or under supervision by the probation and/or parole agency.

As an expert in correctional program, we will work closely with the program to integrate evidence-based practices and treatments. We will work with students to implement a process study and to understand how the program participants respond to the program. We will provide $100,000 in in-kind support for guidance in evidence-based programming, quality assurance for program components, and evaluation support. This is based on the contributions of Dr. Faye S Taxman and her team of researchers.

YOS is a program that fosters growth through non-traditional career center. The college students, constructions companies, and architectural firms will design and build the non-traditional career center.

The design of the program is to have the college students' mentor those released from incarceration. The student mentor will help provide a support group while the person can have a job at the YOS facility.

George Mason University students will use YOS nontraditional career center as a research project. Part of Youth Outreach Services' nontraditional career center's plan is to have the college students report information to the local court systems of their findings. This will also serve to strengthen our community and build leaders—among students, those returning from incarceration, community organizations, and others vested in addressing the factors that affect recidivism.

I look forward to working with YOS and feel this is a program design worthy of support. Feel free to contact me by email at ftaxman@gmu.edu or telephone at 571-205-8282.

Sincerely,

Faye S. Taxman, Ph.D.
University Professor

G W C WHITING
(1883-1974)

WILLARD HACKERMAN
(1918-2014)

TIMOTHY J. REGAN
PRESIDENT AND CEO

FOUNDED 1909

THE WHITING-TURNER CONTRACTING COMPANY

ENGINEERS AND CONTRACTORS

CONSTRUCTION MANAGEMENT
GENERAL CONTRACTING
DESIGN-BUILD
SPECIALTY CONTRACTING
PRECONSTRUCTION
BUILDING INFORMATION MODELING
INTEGRATED PROJECT DELIVERY

14900 CONFERENCE CENTER DRIVE, SUITE 550
CHANTILLY, VIRGINIA 20151
703-817-0300

INSTITUTIONAL
COMMERCIAL
CORPORATE
TECHNOLOGY
INDUSTRIAL/PROCESS
INFRASTRUCTURE
SUSTAINABILITY

January 6, 2016

Ms. Elizabeth Charity
Youth Corporation, Inc.
Youth Outreach Services

Re: Prince William County Student Enrichment Center, 4291 Prince William Parkway

Dear Ms. Charity,

We have reviewed your Phase 1 conceptual design drawings for the proposed Student Enrichment Center in Prince William County. Based on these conceptual documents and your updated program increasing the gross square footage to 6,600 SF on two levels, we have estimated the approximate cost, schedule, and jobs created for the initial phase of the project as follows:

New 6,600 SF building (2-levels) with infrastructure

Conceptual Construction Cost:	Demolition and rough grading	$20,000
	Site Utilities and Infrastructure	$75,000
	Parking Lot (20 spaces) and Drive	$60,000
	Landscaping	$15,000
	New 6,600sf 2 Level Building	$1,089,000
	Total Conceptual Construction Estimate	$1,259,000

Estimated Construction Duration: 8 months
Construction Jobs Created: Average of 10 workers on site for 8 months = 13,800 man hours or 5 man years.

I hope this information is helpful to you. Please do not hesitate to contact me if you have any questions or require any additional information. To support the project Whiting-Turner will donate, if the project proceeds, a cash donation of $15,000 and an in-kind donation of $25,000 (general conditions, materials, fee).

Very Truly Yours,
THE WHITING-TURNER CONTRACTING COMPANY

K.C. Haile
SENIOR VICE PRESIDENT

MTFA
architecture

August 14, 2015

Elizabeth Charity
Youth Outreach Services
2793 Hill Road
Vienna, Virginia 22181

Dear Liz,

Thank you for taking the time to meet with me and share details about your amazing vision for Youth Outreach Services. I enjoyed meeting with you and Daniel Lavelle and am impressed with all you have accomplished including building a strong team of dedicated supporters.

It is our understanding that you are working on securing the property we discussed for a new facility and may need assistance in the planning and design services required. Please accept this letter as our offer to help with the preliminary programming and planning analysis as well as conceptual architectural design services once you have ownership of the property. We will need a civil engineers site survey and plat plan for us to commence consulting services.

All professional planning and conceptual architectural services will be donated to the nonprofit entity "Youth Outreach Services" on a time and material basis for up to the first $10,000.00 in professional fees. This is will be intended to provide conceptual architectural plans and outline specifications for you to engage the necessary MEP and structural engineers as well as a contractor to build the building.

Over the years, MTFA Architecture has worked with many interns in our office to provide professional exposure to the field of architecture. If you ever have students that are in their 3rd year or higher of an accredited professional architectural degree program, please let me know. We would be glad to interview them for consideration as a paid intern in our office.

Thank you again for all you are doing for youth and all the best in your pursuits.

Michael

Michael Foster, FAIA
Principal

cc: Daniel Lavelle

Office
Main: 540-341-8812
Fax: 540-341-4863

Service
VA: 540-341-8812
Fax: 301-341-8818

McCREA HEATING AND AIR CONDITIONING SERVICES OF VA, LLC

5083 Lee Highway Warrenton VA 20187

McCrea Heating and Air conditioning Services, 5083 Lee Hwy, Warrenton, Virginia 20187, will provide their services to Youth Outreach Services for the renovation of the facility at 4291 Prince William Parkway, Woodbridge, Virginia into a commercial non-traditional career center.

Youth Outreach Services provides a valuable framework of stability to trouble youth in Northern Virginia as well as in other regional localities. This organization engages youth who might otherwise contribute to the high rates of recidivism among juvenile offenders. Our organization and methodology affords at-risk youth the prospect of rehabilitation through hands on exercises in Heating and Air conditioning workshops during the renovation stage.

McCrea Heating and Air Conditioning Services will help with this innovative, community based program aims to help at risk teens, ex-juvenile offenders and young adults break the cycle of recidivism by imparting the skills and knowledge necessary to learn heating and air conditioning.

Plumber Company will provide workshops for students coming out of the Juvenile Detention Centers and Youth Shelter and other at-risk and under-serve youth who desire to learn the heating and air conditioning as a trade.

McCrea Heating and Air Condition will participate in Youth Outreach Services 90 day's pilot program which will be submitted to the General Assembly in January 2015 for a grant and eventually be used as the blue-print for the State-wide Program for Reducing Juvenile Recidivism.

Our budget cost for the equipment, labor and training of the students are $8,000.00 we would like to do a year contract with Youth Outreach Services.

David L. Wilson
Account Manager
McCrea Heating and Air Conditioning Services of Virginia

A Summary of the Special Education File Review
Completed by VDOE (Office of Special Education and Student Services)
January 26-27, 2015

BonAir and Beaumont Juvenile Correctional Centers

This is an internal document designed to provide information regarding areas cited as "needs improvement" by the VDOE, the desired outcomes, and expected timelines for addressing each area of improvement .

Meeting Notices		
Needs Improvement	Action/Outcome	Timeline
Purpose of the meeting. Include **"all"** purposes contemplated **OR** send a **second notice** with any added purpose – prior to the meeting being held.	A review of all existing meeting notices by the Compliant Specialist who will work with special education case managers to make any needed corrections. Going forward, Sped. Case Managers (sped. teachers) will use the IEP checklist to assure all components related to meeting notices are complete and accurate.	Complete 9/30/2015
Student Participation in Meeting		
Needs Improvement	Action/Outcome	Timeline
Student unable to attend meetings due to being in "lock"or other isolated areas.	Compliance Specialist will arrange with Administrators, Residential staff, and/or Security in advance to have the IEP meeting in a place where the student may attend and/or be escorted to attend.	Complete 8/31/2015
Eligibility		
Needs Improvement	Action/Outcome	Timeline
The need for new evaluation data is not documented in the Prior Written Notice (PWN)	The Compliance Specialist will check all existing eligibility documents against existing corresponding PWN's and make corrections. Going forward, the Eligibility Chair will assure the need for new evaluation data is clearly documented in all PWN's and will forward signed consent forms to the appropriate evaluator.	Complete 9/30/2015
Assure **all evaluations** are **completed** as requested	The Compliance Specialist will develop a spreadsheet to track all eligibility due dates. They will review all existing student eligibility records and will take measures to correct any evaluations that have not occurred. Going forward, the Compliance Specialist will forward all signed consent forms to the appropriate evaluator.	Complete 9/30/2015

Individual Education Plan (IEP)		
Needs Improvement	Action/Outcome	Timeline
SEAS should not hinder the development of a quality IEP. When necessary, write in information and initial to ensure compliance. **Do not leave blanks.**	The Sped. Director will develop a compliance checklist to guide case managers when preparing the IEP document and will review the SEAS program and contact the SEAS representative regarding the program to make corrections if needed. The Compliance Specialist will review all existing IEP's for compliance (using the checklist) and work with case managers to make corrections on current IEP documents by amending the current document, as needed.	Complete 8/31/2015 Complete 10/31/2015
Evidence of "**cut and paste**" on several IEP's.	The Compliance Specialist will review all existing IEP's to make sure each document reflects the unique needs of the student and will work with the case managers to make needed corrections. The Compliance Specialist will review every IEP drafted by the case managers, prior to the IEP meeting, to assure it meets the student's individual needs and there is no evidence of "cut and paste."	Complete 10/30/2015
Services (Speech) **occurred prior to consent being given** to Implement the IEP.	The Compliance Specialist will review all existing IEP's and assure consent has been obtained prior to implementation of services. Moving forward, the special education case manager will inform related service staff when consent has been obtained in order to initiate the service.	Complete 10/31/2015
IEP's at Oak Ridge reflect placement is **not based upon student need but rather the disability category.**	The special education case manager will lead IEP teams in understanding that placement options are individualized and will provide for access to the general education curriculum..."at the maximum extent appropriate...among non-disabled peers". The Compliance Specialist will review all existing IEP's and check for compliance. Make corrections as needed.	Complete 8/31/2015 Compete 10/31/2015

Present Level of Performance (PLOP)		
Needs Improvement	Action/Outcome	Timeline
Impact statements are generic and not specific to the unique needs of the student.	The Compliance Specialist and Case managers will review impact statements in all existing IEP's and correct as appropriate. Impact statements will be individualized and reflect the "impact" on the student if special education services were not in place.	Complete 10/31/2015
Many IEP's **reflect PLOPS that do not relate to the rest of the IEP.**	The case managers will review eligibility deliberations and assure goals in the IEP are related to the disability and areas of weakness. The case managers and Compliant Specialist will use the IEP checklist to assure the PLOP is related to the rest of the IEP. Correct items that are deficient by holding amendment IEP meetings.	Complete 10/31/2015 Complete 10/31/2015
Addendums are not detailed as to data or documentation used to propose the change-related to the student's IEP.	The Compliance Specialist, with case managers, will check current and existing addendums for direct connections between the recommendation and supporting data and documentation on the addendums. Correct items that are deficient.	Complete 9/30/2015
Goals		
Needs Improvement	Action/Outcome	Timeline
Goals do not address **student weaknesses.** Student weaknesses mentioned but no goal to address.	The Compliance Specialist, with case managers, will refer to the eligibility deliberations to assist in IEP development and connect weaknesses identified during record reviews and eligibility meetings directly to the goals. Correct items that are deficient.	Complete 10/31/2015
Behavior needs not being addressed but is mentioned as a need in the Present Level of Performance.	The Compliance Specialist will review IEP's (new and existing), and determine if behaviors should be addressed as goals in the IEP or as part of a behavior plan. Take appropriate corrective action.	Complete 10/31/2015
Services		
Needs Improvement	Action/Outcome	Timeline
Location of services (gen. ed. or sped.) and **dates of service** are not clear.	The Compliance Specialist will review all existing IEP's and all IEP's moving forward, and make sure the designated "location" is identified. Take corrective action.	Complete 9/30/2015
Logs used to document **consult services are not specific regarding time spent** (start and end time)	The Compliance Specialist will review logs prior to the end of each quarter or more frequently to make sure there is a start and end time and that information is clearly stated.	Complete 9/30/2015

ISAEP and GED® students are not receiving services outlined in the IEP.	The Case managers will provide accommodations/modifications to ISAEP and GED® teachers and will assure IEP goals are being implemented and data collected. Sped. case managers will assist the ISAEP and GED® instructors with information needed to submit for accommodations through the GED® testing center. Take corrective action. Compliance Specialist will review all existing IEP's for students enrolled in either an ISAEP or GED® program and assure students are being provided FAPE, as outlined in the IEP. Take corrective action.	Complete 9/30/2015 Complete by 10/31/2015
Post grads. not receiving standard or advanced diplomas are **not receiving services in IEP** (refusal or being on work details). Not getting access to FAPE.	The Compliance Specialist will review IEP's to assure FAPE is being met and take corrective action. Going forward, post grad. staff will be invited to IEP's meetings and will be provided information pertaining to the IEP accommodations/modifications.	Complete 9/30/2015
Assistive Technology (AT)		
Needs Improvement	Action/Outcome	Timeline
Under considerations page, no AT needed. However, using calculators and spelling aids	The Compliance Specialist, with case managers, will review existing IEP's and take corrective action to include AT under the "considerations" page of the IEP, as appropriate.	Complete 9/30/23015
Extended School Year (ESY)		
Needs Improvement	Action/Outcome	Timeline
No indication as to "why" ESY services were not given.	The Sped. Director will provide information related to ESY and the components that the IEP team needs to consider (guidance document provided by VDOE on ESY). The Compliance Specialist, with case managers, will review all existing IEP's and take corrective action.	Complete 10/31/2015
Transition		
Needs Improvement	Action/Outcome	Timeline
Need an **assessment to address transition** and use as a starting point.	The Sped. Director will investigate assessments materials that DJJ has purchased and obtain additional materials and resources as needed.	Complete 12/15/2015
Goals are not being developed to meet interests identified in inventories.	The Compliance Specialist, with case managers, will review all existing IEP's transition goals and assure the goals meet interests identified within the inventories. Correct through the amendment process.	Complete 10/15/2015

Goals not always measurable or relevant to area of transition.	The Compliance Specialist, with case managers, will review transition goals and correct existing goals.	Complete 10/31/2015
PWN does not reflect why transition plans do not include all activities or why they were inappropriate at time of decision making.	The Compliance Specialist, with case managers, will review PWN related to transition and revise as needed.	Complete 10/31/2015
Progress Reporting		
Needs Improvement	Action/Outcome	Timeline
When there is **insufficient progress**, progress report does not address"**why**" and the **IEP team did not convene to address**.	The Compliance Specialist, with case managers, will review all existing progress notes and take corrective action. Schedule amendments to address lack of progress.	Complete 10/31/2015
IEP must **reflect when progress will be reported**.	The Compliance Specialist will use the IEP checklist to assure that IEP document includes when to report progress out to the parent/guardian. Make necessary corrections.	Complete 10/31/2015
Progress reports not completed for each service provider (speech).	The Sped. Director is currently looking for a speech provider. The Compliance Specialist will keep track of minutes/hours for Speech services and turn into Sped. Director monthly. Staff will implement goals related to pragmatic skills and collect data so it is available for the speech therapist, upon hire.	Complete upon filling vacancy. Quarterly As outlined by the goal/progress reported quarterly
Goals in IEP do not match goals on the progress reports.	The Compliance Specialist, with case managers, will review progress notes and IEP documents to assure the goals in the IEP match the goals on the progress notes. Take corrective action as needed.	Complete 10/31/2015
Behavior Management		
Needs Improvement	Action/Outcome	Timeline
Behavior interventions not based on the unique needs of students (reliant upon DJJ REACH Program). Limited use of behavior supports, modifications, accommodations in the IEP. **No evidence of FBA/BIP being considered by the IEP teams**.	The Compliance Specialist assist case managers with the development of behavior plans that meet the unique needs of the student who require this type of intervention. Sped. Director will provide guidance on the FBA/BIP process. A chart will be turned into the Special Ed. Director documenting students who have FBA/BIPs currently and being developed, as well as the referral source.	Complete 10/31/2015 Monthly

Statewide Assessments		
Needs Improvement	Action/Outcome	Timeline
No indication that other options were considered for VAAP student.	The Compliance Specialist will check existing IEP's and PWN's and make necessary corrections.	Complete 10/31/2015
One student working on **standard diploma but nothing was reflected under Statewide Assessments.**	The Compliance Specialist will check existing IEP's and make necessary corrections.	Complete 10/31/2015
Accommodations/Modifications		
Needs Improvement	Action/Outcome	Timeline
Accommodations and Modifications are not specific (i.e. spelling aide but not what type, extended time but not how much time...etc.)	The Compliance Specialist, with case managers, will review all existing IEP's and make necessary corrections.	Complete 10/31/2015
Parent/Adult Student Consent		
Needs Improvement	Action/Outcome	Timeline
Forms are not dated.	The Compliance Specialist will obtain dates for those documents that are not currently dated.	Complete 10/31/2015
On several IEP's, consent not obtained and **considerable time elapsed from the date the IEP was proposed.**	The Compliance Specialist will notify the student's probation officer if unable to reach the parent or obtain consent. Take corrective action. The Sped. Director will be notified when all attempts to obtain consent have been unsuccessful.	Complete 9/30/2015
Prior Written Notice (PWN)		
Needs Improvement	Action/Outcome	Timeline
Not all elements are reflected on PWN's.	The Compliance Specialist, with case managers, will include all elements on the PWN that are required. Revise PWN's that do not meet requirement.	Complete 10/31/2015
Use of the terms "none" or "N/A" – This is not acceptable.	The Compliance Specialist will check PWN's to make sure "none" and "N/A" is not being used. The Compliance Specialist will work with Sped. Case Managers to assure that the language is correct in the PWN. Revise existing PWN's. Training on PWN.	Complete 10/31/2015
Need PWN's for all IEP meetings and addendums.	The Compliance Specialist will check to make sure PWN's are written for all IEP documents. Provide PWN if missing for existing documents and send a copy of the PWN to the parent.	Complete 10/31/2015