

	JUSTICE CABINET DEPARTMENT OF JUVENILE JUSTICE POLICY AND PROCEDURES	REFERENCES: 505 KAR 1:140 505 KAR 1:080, 707 KAR 1:140 and 707 KAR 1:230 3-JDF-5C-04-5
CHAPTER: Detention Services	AUTHORITY: KRS 15A.065	
SUBJECT: Instructional Staffing		
POLICY NUMBER: DJJ 725.1		
TOTAL PAGES: 2		
EFFECTIVE DATE: October 5, 2018		
APPROVAL: Carey D. Cockerell , COMMISSIONER		

I. POLICY

The Department of Juvenile Justice (DJJ) shall ensure that education staffing for regional juvenile detention centers is compliant with federal and state laws and regulations through written agreement with local school districts or private or public providers.

II. APPLICABILITY

This policy shall apply to all regional juvenile detention centers.

III. DEFINITIONS

Refer to Chapter 700.

IV. PROCEDURES

- A. The DJJ Education Branch staff shall be responsible for reviewing the contents of the written agreements between the local school district and the department. The agreement shall be provided to the regional juvenile detention center.
- B. The Superintendent of the regional juvenile detention center shall meet annually with the school administrator for the purpose of determining education staffing needs for the next year.
- C. The Superintendent of the regional juvenile detention center may participate in the local school district interview process for the hiring of any education staff for the regional juvenile detention center.
- D. The Superintendent of a regional juvenile detention center or designee shall provide program orientation to all new education personnel prior to working with the youth. The orientation shall include DJJ policies and procedures.

POLICY NUMBER DJJ 725.1	EFFECTIVE DATE 10/05/2018	PAGE NUMBER 2 of 2
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V. MONITORING MECHANISM

The Education Branch Manager or designee, the Quality Assurance Branch, the Facilities Regional Administrator, the Superintendent, and the school administrator shall monitor these activities. Monitoring shall be conducted at annually.