

PROBATION DEPARTMENT DIRECTIVE

No:	836
Issued:	7/24/01
Post until:	8/24/01

SUBJECT: IMPLEMENTATION OF THE ACADEMIC AND WORK SERVICES PILOT PROGRAM--EFFECTIVE AUGUST 1, 2001

The Academic and Work Services (AAWS) Program is a collaborative effort between multiple County Departments-Public Works, Community and Senior Services, and Probation. AAWS is a Restorative Justice program, an alternative to detention in juvenile hall, that seeks to enrich and make whole both the victim and the community, as well rehabilitate the offender.

The collaborative of County Departments and the Soledad Enrichment Action (SEA), Inc. Charter School (part of the Juvenile Court and Community School Division of Alternative Education) have joined forces to develop an intensive supervision, community-based academic and work services program.

Program participants will attend school Monday through Friday (8 A.M. to 5 P.M.). Both the traditional classroom and the Service Learning & Life Skills (SL&LS) training (Crew Work Experience) will earn academic credits. Minors will spend Saturdays working on various projects to improve conditions in the community. Participation in the AAWS program will be ordered by the court for a period of not less than 32 days (minimum amount of time to receive 2 academic credits per subject) or more than 90 days, generally as the result of a violation of probation. Program participants will be active probationers--either on a Home on Probation (HOP) order or on a Camp-Community Placement (CCP) order (Aftercare). Aftercare minors will generally be required to also participate in the detention based Short Term Enrichment Program (STEP). Minors will spend 3-10 days in the program or until the needs assessment is completed. The STEP will be housed at Central Juvenile Hall and will include an introduction to Life Skills and Personal Development Learning Modules.

Minors in the AAWS program will be under the immediate supervision of Probation staff and a SEA teacher. With limited exceptions, participants will be required to remain at their homes or with their parents during after-school hours.

The AAWS Pilot Program will be located at the SEA South Gate Charter School (9722 San Antonio, South Gate). Telephone numbers for the AAWS Program are as follows:

- (323) 563-7744 Deputy Probation Officer
- (323) 563-7442 SEA South Gate Charter School (this is the telephone number the minors and parents should be directed to call for further instructions).
- (323) 563-7497 SEA South Gate Charter School fax number (Court order should be faxed to this number--attention DPO)

The catchment area will include cities/zip codes in the First, Second, and Fourth Supervisorial Districts (please see attached zip code list).

Initially, supervision of the case will remain in the Area or Aftercare office. If this policy is changed, a new Directive will be issued.

Program Eligibility

AAWS is open to all male and female minors ages 14 to 17 residing in the catchment area who are on an active grant of probation and have committed a less serious non-violent violation of probation. If the minor has violated probation (does not generally include new offenses) and the proposed recommendation is for confinement time in Juvenile Hall (Ricardo M.) or a return to Camp--the recommendation should be modified in accordance with the following instructions:

DPO's shall make the following specific recommendation under "Other" in the "Recommendations" section of the court report depending on the minor's probation status. In both HOP and Aftercare cases the DPO shall recommend that the previous order remain full force and effect. HOP cases shall have a specified amount of custody time listed in the space immediately following **"REMAIN FULL FORCE AND EFFECT"**. Specific recommendations should be as follows:

HOME ON PROBATION MINOR

OTHER: "In lieu of detention time, it is recommended that the minor be permitted to enroll and participate in the AAWS/SEA South Gate Charter School (32-90 days) Program for a period of _____ days."

CAMP-COMMUNITY PLACEMENT ORDER--AFTERCARE MINOR

OTHER: "It is recommended that the Court order the minor to enroll and participate in the AAWS/SEA South Gate Charter School (32-90 days) Program for a period of _____ days."

(Optional) "In addition, that the Court order immediate detention in Central Juvenile Hall for participation in the Short Term Enrichment Program (STEP) for 3 to 10 days or until assessment is completed."

The field and Aftercare DPO of Record shall:

- Make appropriate recommendations to the court for enrollment in the HAWS Program for all eligible minors residing within the pilot service area (includes a recommendation for parenting skills classes in both HOP and Aftercare cases).
- In the case of camps aftercare minors, the DPO will have the option of making a recommendation for participation in the STEP program for a period of 3-10 days or until the assessment is completed.
- Recommend the Court order parents to attend in parenting classes offered as part of AAWS program (if parenting skill classes have not been previously ordered).
- Notify the on-site AAWS DPO of court orders for participation in the program.
- Communicate with on-site DPO regarding minor's progress or lack thereof and make appropriate reports to the Court (if supervision is retained in the area office).
- Re-file on any minor whose participation in the program is less than optimal and who has failed graduated sanctions and been removed from the program (if supervision is retained in the area office).

The Court Officer shall:

- Ensure that the minor and parent sign the court order in the appropriate places (see attached document).
- Fax a copy of the signed court order to the AAWS DPO at the SEA Charter School (please use fax number (323) 563-7497).
- Instruct the minor's parent(s) to phone the AAWS SEA Charter School for further instructions regarding processing the minor into the program.

If you have any questions regarding these procedures, please contact Dave Leone, Program Lead at (562) 505-7380, or the Juvenile Field Services Consultant Larry Dodson, at (562) 940-2523.

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MANUAL HOLDERS: CROSS-REFERENCE YOUR MANUALS TO THIS DIRECTIVE WHERE APPROPRIATE