

**REINTEGRATION OF JUVENILES FROM CORRECTIONAL FACILITIES:  
TRAINING FOR SCHOOL PERSONNEL – ADMINISTRATIVE PROCEDURES**

The Augusta School Department is committed to its role in providing an appropriate educational opportunity for all of its students. To ensure that both detained and committed youth of the Augusta School Department are served, the district will identify contact persons who will be trained to perform their roles as described according to the student correctional placement plan.

It is recommended that the director of special services, school guidance counselors and school principals be the primary contact persons. They may appoint other members for the team.

All primary contact persons and their designees must be trained in the following:

- Expectations for the district role per the Cooperative Agreement between the Department of Corrections and the Department of Education.
- Responsibilities of the district given student correctional placement.
- Confidentiality training must be provided to all school employees who have access to criminal justice information regarding a juvenile.

Legal Reference: Title 20-A MRSA § 4502.4.0

Approved July 13, 2005

City of Augusta  
Department of Public Schools