

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by and between the following entities: *San Juan County Superior Court Services- Juvenile Division (SCS and San Juan Island School District (SJISD) pursuant to RCW 28A.225.*

The contract start date is August 29, 2024, and the end date is August 31, 2027.

PURPOSE:

The MOU is for the following purposes:

1. Establish a MOU regarding RCW 28A.225
2. Establish appropriate communication and understanding between the parties.
3. Define the roles of the each of the parties.
4. Facilitate the acts of all parties toward a more collaborative and uniform process for truancy cases.

AGREEMENT:

1. We, the undersigned, agree to collaborate for the 2024-2027 school years to create a coordinated approach to reduce student chronic absenteeism and exposure to the court by implementing a three-tiered approach. This shared commitment will be data driven, utilizes best practices, research, and will be cultural, socioeconomic and gender responsive. The three-tiered approach includes but is not limited to research and evidence-based assessments and services governed by Community Engagement Boards, (CEB) and recommendation of filing a petition with the court for the most acute cases.

The Three Tiers are as follows:

- a. Tier 1: Low Risk- Universal
- b. Tier 2: Moderate Risk- Intervention
- c. Tier 3: High Risk, High Need- Intensive

2. No alteration of the terms of this Agreement may be made unless made in writing.
3. This Memorandum of Understanding may be canceled by either party with 30 days written notice.

DEFINITIONS:

1. 3-Tiered Approach:

- a. **Tier 1- Low Risk, Universal Intervention:** Steps taken at this stage include but are not limited to; parent/student/school conferences, October nudge, truancy education, schedule adjustment, and evaluations, informal school engagement boards.
- b. **Tier 2- Moderate Risk, Early Intervention:** Steps taken at this stage include but are not limited to; all steps listed in Tier 1 with the addition of; referrals to Juvenile Court Services for research-based assessments; taking data informed steps to prevent filing a truancy petition with the Juvenile Court or filing with the Juvenile Court for case referral to the Community Engagement Board.

- c. **Tier 3- High Risk, High Need Intensive Intervention:** Steps include but are not limited to; all steps listed in Tier 2 with the addition of filing for judicial oversight in the Juvenile Court.
2. **Community Engagement Board:** The board will be a local multidisciplinary team (MDT) who consists of fixed members and fluid members. Fixed members are a SCS representative, the SJISD Liaison, the Parent and the Student, if over 12 years of age. The fixed members may appoint Fluid members from the school and local community such as, a local counselor, family friend, or a coach etc. to assist in reducing barriers to school engagement. The board will utilize a multidisciplinary team approach; matching to the unique strengths and needs of the student and their family.

COMMON GOALS:

- 1) **Reduce chronic absenteeism**
- 2) **Increase services to reduce barriers to education**
- 3) **Increase positive civil engagement and career readiness**

ROLES AND RESPONSIBILITIES:

San Juan Superior Court Services (SCS) agrees to:

- 1) Train San Juan Island School District Staff on the history/process of the BECCA Bill
- 2) Facilitate/support training opportunities for the SJISD Truancy Liaison and SJISD Leadership Team upon request, including offering (allowable) financial support to attend the annual Becca Conference.
- 3) Utilize data to determine appropriate interventions.
- 4) For each truancy referral from the SJISD, SCS will assign a Probation Counselor who will:
 - a. Conduct the WARNS or other assessment, modified risk assessment, and provide written reports to the district
 - b. Participate in MDT meetings
 - c. Participate in informal Community Engagement Boards
- 5) For each truancy petition Filed and Stayed by the Court; SCS will assign a Probation Counselor who will:
 - a. Jointly Coordinate Community Engagement Boards
 - b. Facilitate Community Engagement Boards
 - c. Make recommendations to the CEBs
 - d. Collaborate with the SJISD, student, family, and community to increase student engagement
 - e. Manage the flow of information to/from Court and mandated timelines
 - f. Provide Targeted Case Management
 - g. Provide support and monitoring of CEB agreements
 - h. Arrange and provide resources for needed evaluations, treatment, and or case aid services
 - i. Manage court paperwork, signatures, filings, timelines, and coordinate with legal counsel
- 6) For each truancy petition filed with the court SCS will assign a Probation Counselor who will:
 - a. Provide Targeted Case Management
 - b. Collaborate with the SJISD, student, family, and community to increase student engagement

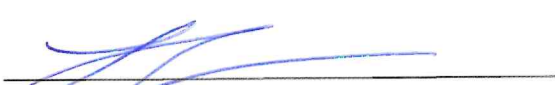
c. Provide support and monitoring of Court Orders

Arrange and provide resources for needed evaluations, treatment, and or case aid services

The San Juan Island School District (SJISD) agrees to:

- 1) Partner with SCS to create and implement Community Engagement Boards, formerly Community Truancy Boards
- 2) Collaborate with SCS to coordinate interventions for truant and chronically absent students.
- 3) Designate an SJISD liaison to work with SCS to address chronic absenteeism, the Liaison will:
 - a. Coordinate Attendance Support Team meetings
 - b. Be the primary contact between the District and SCS, following communication plan and action steps for follow up
 - c. Review and analyze student data
 - d. Maintain necessary documentation
 - e. Report concerns and findings to building principals and special service staff
 - f. Check in with identified students weekly
 - g. Complete necessary documentation to file truancy petitions with the Juvenile Court
 - h. Participate in training opportunities facilitated/supported by SCS
 - i. Utilize data and best practices to identify students and determine appropriate interventions
 - j. Will jointly coordinate, participate and uphold routine CEB's
 - k. Write reports for the Court
 - l. Appear in Court


San Juan County Superior Court Services and San Juan Island School District recognize that working effectively together to maximize this partnership will contribute to achieving their common goals.



San Juan County Superior Court Services Director



Date



San Juan Island School District Superintendent



Date