

Juvenile Justice and Delinquency Prevention Commission San Mateo County, California

Juvenile Hall and Camp Inspection Report

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Date of this Inspection: May 16, 2016 (school) & July 14, 2016 Date of Last Inspection: 7/27/15
Facility Name: Camp Kemp Facility Capacity: 30
Address: 400 Paul Scannell Drive Average Population: 7
Contact Person: Rod Moore and Jehan Clark Current Population: 4 Camp (+ 7 GEP)
Phone Number: 650 312 8970 Other Population? Yes No
Describe Other Population: Girls Empowerment Program Average Non-resident Population: 7
Presiding Juvenile Court Judge: Hon. Clifford Cretan
Commission Inspection Team: School: Irv Rollins, Valerie Gibbs; Facility: Valerie Gibbs and Susan Swope

Documents Reviewed

Fire Inspection Report: Yes No Date: 6/30/16
Health Department Report: Yes No Date: 3/7/16
Medical Department Report: Yes No Date: 3/17/16
Environmental Health Report: Yes No Date: 8/26/15
Nutritional Health Report: Yes No Date: 10/1/14 (every 2 years)
Facility Safety/Security Report: Yes No Date: 6/16/16
Policies & Procedures Manual Yes No Date: 5/18/16
Youth Orientation Materials Yes No Date: _____
Grievance Logs Yes No Date: 6/15/16
Serious Incident Reports Yes No Date: none in the last year

Comments: _____

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Persons Interviewed

- Youth
- Institutions Manager
- Medical Staff
- School Staff
- Supervisor
- Youth Supervisor/Counselor
- Food Services Staff
- Other: Lead staff and Mental Health Staff (Toni DeMarco)

General Information

Does the facility house minors under Section 601 of the Welfare & Institutions Code (status offenses)?

Yes No

If "Yes", are these minors separated from those minors classified under Section 602 of the Welfare and Institutions Code (juvenile delinquency)? Yes No If "Yes", explain: n/a

Has the facility exceeded capacity since last inspection? (Section 1343) Yes No If "Yes", explain (by how many, for how long, was BSCC notified if longer than 15 calendar days in a month): _____

Fire Department Pre-Plan for Emergencies (Section 1325): Yes No Date of Last Drill: 6/16/16

Staff Pre-Plan for Emergencies (Section 1327): Yes No Date of Last Drill: 6/30/16

Since Last Inspection

Number of Suicides: 0 Number of Suicide Attempts: 0

Number of Escapes: 0 Number of Escape Attempts: 0

Number of Deaths: 0 Number of Serious Injuries: 0

Comments: _____

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Staffing (Section 1321, 1328)

Staff to youth ratio: Awake (at least 1:10): 2:4 Sleeping (at least 1:30): 2:4

How, when and how frequently are safety checks conducted? (Section 1328) (There should be direct visual observation of youth at least every 15 minutes during hours when youth are asleep or when youth are in their rooms, confined in holding cells or confined to their bed in a dormitory) _____
checks every 15 minutes, 24/7

How is staff backup handled during grave-yard shift? In an emergency, they call YSC or 911 as needed.

Language support provided in: Spanish and English

Describe general staff and youth interactions: _____

Describe the diversity (ethnicity, language, gender) of staff: African-American, Hispanic, white

Describe training of staff (Section 1322): 160 hours juvenile corrections core training, 40 hours of PC 832 arrest authority training, defensive tactics, CPR/First Aid, juvenile mental health first aid, PREA (Prison Rape Elimination Act), child-mandated reporting, gender responsive interventions, etc.

Does staff have access to a written Policy and Procedures manual? Yes No If "No", explain:

If "Yes", does it meet the requirements of Section 1324? Yes No

Staffing Summary and Comments: Numbers of youth in custody at Camp Kemp are low. Seven out-of-custody girls attend school at Camp Kemp. Staff say that Camp Kemp is good place to work. They have family night every other month. Girls have family therapy once or twice a week, depending on need.

Conditions of Grounds and Building Exterior

Lawns: Acceptable Unacceptable: _____

Playing Fields: Acceptable Unacceptable: _____

Blacktop: Acceptable Unacceptable: Parking lot lights have been upgraded since last year. They still need more available parking.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Paint: Acceptable Unacceptable: _____

Roof: Acceptable Unacceptable: _____

Drains and Gutters: Acceptable Unacceptable: did not check

General Appearance: Acceptable Unacceptable: _____

Exterior Condition Summary and Comments: _____

Condition of Interior of Building

Walls: Acceptable Unacceptable: _____

Paint: Acceptable Unacceptable: _____

Floors: Acceptable Unacceptable: _____

Ceilings: Acceptable Unacceptable: _____

Drains: Acceptable Unacceptable: appeared functional

Plumbing Fixtures: Acceptable Unacceptable: _____

Air Vents/Heating/Windows: Acceptable Unacceptable: not checked

Describe storage of Cleaning Fluids/Chemicals: kept under lock and key

Weapon Locker Location: Acceptable Unacceptable: outside lockers

Recreation/Sports Equipment: Acceptable Unacceptable: _____

Sleeping Rooms: Acceptable Unacceptable: _____

Are Art, Books, Personal Items Allowed in Rooms: Yes No Explain policy: Residents are allowed 5 books, plus a Bible, their own art, school books, 1 knitted item, 5 letters, 5 pictures, a pencil and pencil box, plus one, stuffed therapeutic animal.

Court Holding Area (access to water and toilet?): Acceptable Unacceptable: N/A

Is there graffiti present: Yes No _____

Bedding Acceptable Unacceptable: _____

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Are clean sheets provided at least once a week? Yes No

Does each bed have a mattress, pillow, sheets and a blanket? Yes No

Are there ample blankets: Yes No

Study Area: Acceptable Unacceptable: _____

Adequate Lighting: Acceptable Unacceptable: _____

Temperature: Acceptable Unacceptable: _____

Are Hallways Clear? Yes No

Any Doors Propped Open? Yes No _____

Interior Condition Summary and Comments: _____ The facility has held up very well. It was vacant for a couple of years and was in good condition when re-occupied.

Intake and Release Procedures

Are there written policies on classification of youth for the purpose of determining housing placement in the facility? (Section 1352): Yes No

Explain: With only 4 girls, there is one girl in each dorm right now. With more residents, they would base placement on the YSC classification. Generally, they try to put girls with others in their same age group, physical size, and level of sophistication.

Are there written policies for release of youth from custody? (Section 1351): Yes No

Explain: _____ The court reviews each girl's status twice a month and determines when the girl is ready for release.

Are there written policies for addressing the separation of youth? (Section 1354) Yes No

Explain: _____ Situations that arise are discussed with the girls' therapists and the team makes a group decision.

Are youth held for more than 30 days provided an assessment and plan? (Section 1355) Yes No

Explain: _____ Each girl is assigned a counselor. They set her goals together. The release plan is included in the plan developed when the girl is admitted. The initial orientation includes the youth, her parents and the team that will be working with her.

Are there written policies ensuring the availability of counseling and casework for all youth? (Section 1356) Yes No

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Explain: All residents have access to counseling and casework. In emergencies, there is always someone on call. The resident's team meets weekly to determine progress.

Orientation of Youth (Section 1353)

Are youth oriented to the rules and procedures? Yes No

Explain how: By the youth's counselor, PO and therapist when admitted.

Are rules and grievance procedures posted? Yes No

Explain where: In the dorms.

What is in place to ensure that these rules and procedures are understood by youth? _____

Counselors go over the rules with the youth and her parents

Interviewed Youth: Yes No Details: Girls would like to hear from speakers who've been through what they have. They like Zumba. Two of the four would like to be able to room together. The other two like having a room all to themselves.

Meals/Nutrition (Sections 1460-1467)

Kitchen (Section 1466: clean, knives and chemicals locked): Acceptable Unacceptable: _____

Are there youth working in the kitchen? Yes No How many youth? Usually there are two. The one who has been there longer trains the newer girl.

Have the youth working in the kitchen been trained? (Section 1467): Yes No

Details: Culinary arts will start up again in September.

How are meals served? Details: They are dished out at the kitchen. The girls pick up their plates and take them back to their table.

Are youth permitted to converse during meals? Yes No Details: _____

Are staff present and supervising during meals? Yes No Details: _____

Are weekly menus posted? Yes No Where and how: in the dorms

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Are servings ample, nutritious, appetizing (Section 1461)? Yes No Details: Our dinner was fine—a BBQed chicken leg, peas and carrots, macaroni salad (rather bland), and yellow cake with strawberry frosting.

Vulnerable youth protected from having food taken from them? Yes No Details: Staff supervise meals. It is highly unlikely that one girl would take food from another with that supervision.

Length of time allowed to eat (should be at least 20 minutes): ~30 minutes

Mealtimes (no more than 14 hours between meals without a snack)

Breakfast: 8 am Lunch: 12 or 12:30 depending on schedule Dinner: 4:30 pm

Meals/Nutrition Summary and Comments: Fresh fruit is always available. They get a snack at 7:30 pm that could be either a cheese or peanut butter and jelly sandwich and milk.

Personal Appearance of Youth

Overall appearance: Acceptable Unacceptable: _____

Showers (Section 1468: daily, privacy, supervised): Acceptable Unacceptable: daily

Condition of clothing (Section 1480-1482: clean, fit, etc.): Acceptable Unacceptable: _____

Clothing appropriate to current weather: Acceptable Unacceptable: _____

Youth Appearance Summary and Comments: _____

Programs (Sections 1370-1378)

At least 3 hours of recreation, programs and exercise during the week including at least 1 hour of large muscle activity and one hour of daily access to unscheduled activities (such as reading, television, radio, music, video and games)? Yes No

At least 5 hours of recreation, programs and exercise on Saturday, Sunday and other non-school days including at least 1 hour of large muscle activity and one hour of daily access to unscheduled activities (such as reading, television, radio, music, video and games)? Yes No

Access to Religious Services (Section 1372): Acceptable Unacceptable

Describe Services and Process: They have Bible study on Tuesdays. Most of the time the girls are on home passes on the weekends.

Are youth who do not want to attend religious services offered an alternative? Yes No

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Describe Alternative: Quiet time reading in room

Volunteer Program: Yes No

Describe: SPCA (wash towels, clean cages), Wildlife (clean cages, feed the birds).

Family Reunification Planning: Yes No

Describe: Family night, visits 2 times a week, home passes, family therapy and multi-family groups

Substance Abuse Counseling: Yes No

Describe: Star Vista BHRS, AA

Other Counseling Services: Yes No

Describe: As needed

Victim Awareness Classes: Yes No

Describe: Part of therapy

Gang Awareness Classes: Yes No

Details: Not at this time. In process of issuing an RFP.

Sexual Harassment Classes: Yes No

Details: Not as such. There is a zero tolerance policy. Covered by Each One Reach One

Parenting Classes: Yes No

Details: Whenever they have a resident with children.

Vocational Classes: Yes No

Details: Culinary arts—Chef Rod from Job Train

Work Program: Yes No

Describe: Staff help residents with applications for college or a job.

Other Social Awareness Programs (Section 1378): Social etiquette, yoga, music therapy, LMA, Bible study, FLY, Tae Bo, drumming, hip hop, art, Zumba, human sexuality, knitting. They are holding a craft and bake sale next Thursday at the YSC security checkpoint that will benefit the Camp's activity fund.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Under what circumstances can programming be suspended? Staff don't suspend programming. Programming is only suspended if the provider cannot come.

How many days since last inspection has programming as a whole been suspended? 0

Discipline of Youth (Section 1390, 1391)

Describe the discipline process of youth: Bad behavior gets a ticket (room time). Mostly, they talk with the girl to find out what's going on. They may ask them to write an essay about the incident.

How many incidents were there requiring use of force since the last inspection? (Section 1357): 2

Details: One was a girl being arrested for violating probation, who refused to allow herself to be cuffed. In the other instance, two girls fought in the dorm and had to be separated.

How many incidents were there requiring use of physical restraints since the last inspection? : 2

Details: see above

How many incidents were there requiring use of safety room since the last inspection? N/A

Details: _____

Are all incidents which result in physical harm, serious threat of physical harm, or death reported in writing? Yes No Explain: There have been none in the last year.

When are searches of youth conducted (Section 1360)? After family visits and home passes

Discipline Summary and Comments: _____

Grievances (Section 1361)

Describe the Grievance Process: Acceptable Unacceptable: Forms are available in the dorms. The resident fills out a grievance form and deposits it in a locked box. The ISM reviews the complaint and discusses it with the resident. If the resident is not satisfied with the result, she can appeal. On the grievances for the last year most checked they did not wish to appeal.

Number of grievances since last inspection: 14

Grievance Trends and/or Comments: none noted

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Correspondence (Section 1375) / Telephone (Section 1376)

Access US Mail? Yes No Details: _____

Postage Free? Yes No Details: _____

Is incoming/Outgoing Mail screened? Yes No

Details: All except correspondence with attorneys.

Provisions for Confidential Correspondence: Yes No

Details: _____

Access to Telephone? Yes No

Details: Allowed twice a week on Mondays and Fridays. They call from a free phone

Correspondence/Telephone Summary and Comments: _____

Visiting (Section 1374)

Visiting Schedule: Weekdays Wed 6-7 & 7-8 Weekends Sun 12:15-1:15 & 1:30-2:30

Special Events: family night is held every other month, holiday dinner, Each One Reach One (EORO) Playwriting performances

Adequate Space: Acceptable Unacceptable: In multi-purpose room; family night is in the gym

Staff Supervision: Acceptable Unacceptable: from the admissions desk

Privacy Provided: Yes No Details: _____

Do all youth have access to visitation? Yes No Details: _____

Under what circumstances would visitation be restricted? If they are at YSC, they are subject to YSC's visitation schedule and family visits would be there.

Are visitation logs kept? Yes No Details: _____

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

School (Section 1370)

Number of Full-Time Instructors: 2

Number of Full-Time Instructional Aids: 1 (Para Educator)

Number of Tutors (Paid? Volunteer?): Volunteers from Each One /Reach One and Academy Tutoring.
Number of volunteers varies.

Frequency of Substitute Teachers: 1 to 2 weekly Number of youth attending School: 14

Average Classroom Size: 8 Max Classroom Size: 15

Number of youth on independent study: 0 Reason: _____

Number of youth not attending school: 0 Reason: Students restricted to the units by probation participate in the Directed Study Program.

Describe the general atmosphere of the classrooms: Classrooms are orderly, no discipline problems were noted, and instruction was teacher directed.

Adequate Supplies, Books, Paper, Computer? Acceptable Unacceptable: Technology is being up-graded for students and teachers. Most importantly, there is evidence that this technology is being used for instructional purposes.

Are youth given access to computers/internet? Yes No Details (when, purpose, supervision): Each year students have an increasing level of access to technology. Computer hardware and software has been installed resulting in supervised access to the internet. The COE is partnering with a local Charter School for professional development in order to maximize use of their technology. The time-frame for this partnership is Fall 2016.

Describe the relationship between school and juvenile hall staff: Respectful Mutual Partnership

Describe access to school, recreation, etc. for youth confined to their rooms: When probation restricts a student to their room, that student participates in the School Directed Study Program.

When is school held on the unit instead of in the classroom? Security-related reasons

Post High School/GED:

Are there educational opportunities available for youth who have completed high school or their GED?
 Yes No Describe: A partnership with San Mateo Community College and Hillcrest School has resulted in qualified students being able to enroll in college classes on line. Currently, this is not available at Camp Kemp.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

Are youth given information and counseling regarding community college and four-year college options?

Yes No Describe: Transition Planning is a component of the Camp Kemp School Program. Transition Planning is an outline that the youth prepares and provides to the Camp Kemp staff and includes the youth's goals for education.

Are youth given information/counseling about financial aid options for college? Yes No Describe:

Transition Planning is a component of the Camp Kemp School Program.

Are youth given resources for college entrance exam prep when appropriate? Yes No Describe:

Transition Planning is a component of the Camp Kemp School Program.

Are youth able to take courses for college credit online? Yes No Describe:

A partnership with College of San Mateo (Community College) and Hillcrest School has resulted in qualified students being able to enroll in college classes and complete them on line. This is not available at Camp Kemp at this time.

Special Education/IEP Programs:

How many youth in the facility have an Individualized Education Program (IEP)? 1

Do credentialed special education teachers participate in lesson planning and curriculum development?

Yes No

Are regular IEP meetings held? Yes No Describe: As prescribed by federal law (IDEA) and Section 504 of the Rehabilitation Act of the Handicapped.

Are parents notified of these meetings? Yes No

Are parents permitted to attend these meetings? Yes No

Describe the most common obstacle to IEP compliance: Getting all required members of the IEP to attend because of scheduling conflicts.

School Summary and Comments: The San Mateo County Court Schools have achieved a major goal in enhancing and ensuring options for students through their successful efforts to receive WASC Accreditation for 6 years with a midterm two-day review assessing progress toward goals. The accreditation process is challenging and the COE and school staff are to be commended for their successful efforts.

Medical Health Services (Section 1400-1439)

Describe the Health Services Staffing (number, qualifications): A nurse visits the Camp once a week and is always on call.

Describe Physical Health Screenings (Section 1430, 1432) (confidential, trained staff, access, etc.):

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

All youth get health screening at YSC. Anyone who is going to be a kitchen helper gets additional screening.

Describe availability of Medical Health Services (how do youth request/receive care)

Staff are trained to distribute OTC medications. Youth signs that they received them.

Describe availability of Dental Services (maintenance, for emergencies)

Available twice a month at YSC.

Describe Medication Access & Distribution (Section 1438, 1439): Prescription Medications are distributed by staff. Medical staff trains them on proper procedures, including things like the Epipen.

Describe 24/7 on-call emergency medical and health services: In a real emergency, staff calls 911. They have an on call list for mental health needs.

Medical Health Summary and Comments: _____

Mental Health Services (Section 1437)

Describe the Mental Health Staffing (number, qualifications): Mental Health services are provided by a combination of BHRS and outside agencies. Things are changing right now. They're in transition. BHRS has one full-time clinician who is an MFT and LCSW, and a half-time child psychiatrist, depending on how many girls are on meds. A portion of their unit supervisor's time, Regina Moreno (MFT LSCW), is spent there.

Staff from Rape Trauma Services (RTS) and Star Vista provide services. Star Vista one ft clinician and a part-time (PT) supervisors. Health Right has an AOD counselor, a clinician and PT program manager. Rape Trauma provides a staff person to oversee and coordinate meetings. The clinicians are usually student interns. Have new contract to have one staff person. About 5 ft clinicians in total and part time supervisory support, plus the child psychiatry services. Staffing set for what the program would be at capacity.

Describe Mental Health Screenings (setting, confidential, trained staff, access, etc.):

Depends. Initial screening happens way before a girl gets to camp. Depends on background story when she comes into the system. Generally, they know a lot before she gets to Camp. Full mental health assessment is standard for all BHRS clients. Started doing NMT Neurosequential Model of Therapeutics. If additional assessments were needed, they would do additional screenings.

How is crisis intervention handled? If staff can handle, they will. If they can't they will bring in a therapist. Worst case they take the youth up to YSC. BHRS has an OD schedule for the Camp. People on call. They are responsible for after hours on call for all three facilities.

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

What therapy services and preventative treatment is offered? Combination of individual, family, multi-family group (Star Vista does on weekends), other topic-based group therapy, Basic alcohol and drug, drama group. Depends on particular needs of girls. RTS always offers a trauma recovery group. A number of different groups happen throughout the week.

Does the facility have a suicide prevention plan (Section 1329)? Yes No Details: Title 15 requires this BHRS maintains and updates as needed. Part of their annual Title 15 review. Also provide training for institution and probation staff a couple of times a year.

Describe the 24/7 on-call mental health services: Clinicians on call. Either the Camp or the Hall will call them if have a youth in crisis. May be over the phone or in person to make a plan. For girls at the camp, if the girl's crisis can't be handled at Camp, they may take her to Pine 4 (Girls unit) or to suicide watch in the Hall. BHRS on call therapist will respond in person when needed.

Mental Health Summary and Comments: _____

Overall Impressions

- Camp Kemp is an impressive program. Some girls from the program recidivate, but they also have their success stories, young women who graduate from college and come back to share their success.
- The County Office of Education is especially to be commended for:
 - Being awarded 6-year WASC accreditation, which is a major achievement. Credits from all three facilities' schools are now transferable to four-year colleges.
 - Project Change at CSM is a great resource for young people in all three facilities.
 - Partnership with Summit School is promising.
 - Youth commented that the "teachers really care about you."
- Girls receive comprehensive mental health services that are tailored to their needs.
- Food was improved over last year.

Concerns

- **School:** Internet access needs to be a priority. Students who are not using online resources in their education are at a disadvantage to those who are.
- **Parking:** The facility still needs additional parking. Lighting for the existing lot has been improved since last year.
- **Program Availability:** This is an exemplary program that helps girls who are at risk of all manner of abuse and exploitation find their inner strength. Camp Kemp includes both a residential component and the Girls Empowerment Program for out-of-custody youth to come to a safe environment and learn skills in addition to getting a more personalized educational experience. This gender-responsive

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

program with a focus on mental health is a critical resource for girls in San Mateo County. While numbers are currently low, this program should be maintained to help young women in our community.

Signature of Commissioner(s) preparing this report:

/s/ Irvin G. Rollins, Jr. Date: 05/16/16

/s/ Valerie Gibbs Date: 07/20/16

/s/ Susan Swope Date: 07/20/16

ATTACHMENTS

ATTACHMENT 1: SCHOOL SUPPLEMENT

How/Where do students receive instruction when school is over-crowded or it is raining?

Over-crowding is no longer an issue given that enrollment is declining. Students are no longer restricted to the units when it is raining.

How many minutes of instruction per week do students receive?

Students receive instruction as prescribed by the California Department of Education. However, one teacher reported that it is not always clear to staff as to why students arrive late, either individually or as a total group. Furthermore, it was reported that some classes have been canceled with students being reassigned to other classrooms without adequate notice or time for preparation.

Do students attend school within three (3) days of placement?

Students, on average, attend school within three days. For those students not attending school within three days, it is recommended that they immediately be enrolled in the Directed Studies Program.

How are limited English-speaking students identified and served? How do these services provided once the student has been identified as non-English proficient?

Students enrolled and identified as Limited English Proficient immediately receive prescribed services. For students without previous identification and questionable English-language proficiency, the California English Language Development Test (CELDT) is given to determine eligibility for services.

Propose Areas of Commendation.

*Successfully receiving WASC Accreditation
Project Change / College of San Mateo / Transition to College*

Improvements

It is recommended that the instructional staff and administration annually provide to the JJDPC with progress reports for the following objectives (WASC Report - Page 28: Key Issues for School Culture and Support for Student Personal and Academic Growth):

- Increase collaboration between the sites and within content areas*
- Improve teacher/parent relationships.*
- Create more transition programs*
- Increase staff collaboration with probation to allow for additional online support/access to assessments and instruction*
- Scheduled opportunities for staff to engage in meaningful dialogue that is not prescriptively determined by administration*

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

It is further recommended that annual progress reports be provided to the JJJPC with respect to the Court Schools meeting the Ongoing School Improvement Goals specified on the WASC Report Page 31, in particular, the following:

- *The percentage of students who score at the performance level of “standard met” or “standard exceeded” in English Language Arts (ELA) and mathematics will increase by 5% each year for the next three years. The percentage of students who score at the performance level of “standard nearly met” will increase by 5% each year for the next three years.*
- *Students who are English Learners (ELs) will gain one level of proficiency per year as measured by the California English Language Development TEST (CELDT).*
- *All students will identify and develop college and career ready skills.*
- *All students and families will be engaged in the educational process while enrolled in the program and during the transition periods into and out of the program.*

Student Interview

Ask students about their school experience while attending Court Schools.

- What are you studying?

English, math, science, and social studies. Classes are challenging; just about right with some being more challenging than others.

- Compare the Court School program to that of your home school.

There are fewer distractions and the interviewed student reported more academic related work is accomplished.

- What do you like about the Court School?

Teachers are reported to be more hands-on and “connected” to their students.

- What do you miss about your home school?

Friends and some teachers.

- How could your Court School experience be improved?

Students generally liked school and felt that their academic progress is greater in the Court School. One student reported wishing that more “home work / unit work” would be assigned.

Summary: Staff Interviews

Staff reported a high level of personal and professional satisfaction with their work with incarcerated youth. However, the administration and the staff reported challenges related to personnel reassignments and restructuring caused by these staff adjustments. It was further reported that a greater level of collaboration between academic subject area, special

**San Mateo County Juvenile Justice and Delinquency Prevention Commission
Juvenile Hall and Camp Inspection Report**

education, and the limited English proficiency teachers would enhance the overall quality of the instructional program, as noted in the WASC Review.