

Youth Education Coordinating Form I

Programs not using state/local funds or services

This does not apply to programs that provide a private school that has been accredited by an accrediting entity recognized by the Utah State Board of Education, and which does not serve clients who are eligible for Utah State youth in custody education funds

Section I (To be completed by Provider prior to meeting with School District Superintendent or Designee)

Name of Program	Current Date
Address of Program	Phone

Type of License Being Sought (Check Appropriate)

- Child Placement
- Day Treatment
- Residential Treatment
- Outdoor Youth Program

Reason for Application Submission

- Probationary license
- Initial Licensing
- Renewal
- Change of Center/Program Address/Location
- Change of Program/Center Capacity
- Change of Program/Type of Population Service

Description of Population to be Served (Check Appropriate Descriptor(s))

- Youth in Custody
- Adjudicated (Foster, Etc.)
- Homeless
- Private
- Mental Health Foster Home/Therapeutic Foster Home
- Other _____

Projected Number of Children and Youth to be Serviced in Program _____

Age Range of Population _____

Composition of Population (Indicate projected number for each descriptor)

- Males
- Females

Notification of Licensure was received by this office on _____. The school district will not be providing any funds or services to the above named program or treatment center.

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Signature of Superintendent
(or designee)

District

Date

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Youth Education Coordinating Form II

Programs using state/local funds and/or placing youth in the local school district system

Section I (To be completed by Provider prior to meeting with School District Superintendent or Designee)

Name of Program	Current Date
Address of Program	Phone

Type of License Being Sought (Check Appropriate)

- Child Placement
- Day Treatment
- Residential Treatment
- Outdoor Youth Program

Reason for Application Submission

- Probationary license
- Initial Licensing
- Renewal
- Change of Center/Program Address/Location
- Change of Program/Center Capacity
- Change of Program/Type of Population Served

Description of Population to be Served (Check Appropriate Descriptor(s))

- Youth in Custody
- Adjudicated (Foster, etc.)
- Homeless
- Private
- Mental Health Foster Home/Therapeutic Foster Home
- Other _____

Projected Number of Children and Youth to be Served in Program _____

Age Range of Population _____

Composition of Population (Indicate projected number of each descriptor)

- Males
- Females
- Utah Residents
- Out-of-State Residents*
- Local District Residents
- Special Education Students
- Other Special Needs Population (Briefly Describe)

Description of Custodial Status of Population (Indicate projected number for each descriptor)

- In Custody of State Agency (youth in Custody-Social Services)
- In Custody of Parents who are Residents Of Utah
- In Custody of Parents who are Out-of-State Residents*
- In Custody of Out-of-State Public Agency*

*Educational Costs Associated

Description of Individual/Agency Placing Population (Indicate projected number for each descriptor)

- Children/Youths placed by Parent/Guardian who is Resident of Utah
- Children/Youths placed by Parent/Guardian who is Out-of-State Resident*
- Children/Youths placed by Utah State Agency (Social Services, Mental Health, etc.)
- Children/Youths placed by local Utah Public Agency (school district, local mental health, etc.)
- Children/Youths placed by Out-of-State Public Agency*
- Children/Youths placed by Parent/Guardian who is Resident of this School District
- Other (describe) _____
- *Educational Costs Associated

Description of Treatment Center Program (Include information as to program offerings, outpatient or inpatient or combination, length of stay, general description, etc.)

Description of Educational Program(s) to be provided by Treatment Center and/or Local School District and/or with State Funds.

Is the educational program to be provided by treatment center accredited by the Utah State Office of education?

- Yes*
- No
- In Process*

*Attach documentation to this Form for review by school district staff

Section II (To be completed in meeting with School District Superintendent or Designee.
 Completed and Signed Document to be attached to Licensure Application)

Based on information supplied by License Applicant, Indicate the School District Responsibility Educational Program/Services. (Check ALL that apply)

Refer to accompanying documents for specific information on district responsibilities for each of the categories indicated below. (Summary of District Educational Responsibility for Regular and Special Education Students in Treatment Centers and Chart of District Educational Responsibility for Regular Education and Special Education Students in Treatment Centers.)

- ___ The applicant is seeking licensure as a PRIVATE TREATMENT PROGRAM WITHOUT A REGULARLY ORGANIZED EDUCATION PROGRAM.
- ___ The applicant is seeking licensure as a PUBLIC AGENCY OPERATED PROGRAM WITHOUT A REGULAR ORGANIZED EDUCATION PROGRAM.

Description of Educational Services to be provided by School District (indicate what educational services are to be provided and indicate where the services will be provided, i.e., in a district school or in the treatment center, combination of locations, etc.)

- ___ Educational services (including appropriate special education and related services in keeping with responsibilities outline above) will be provided in appropriate school locations in the district.
- ___ Educational services (including special education and related services, i.e. Youth in Custody) using state and/or district funds.
- ___ Educational services are provided at the program site by district personnel.
- ___ Educational services (including appropriate special education and related services in keeping with responsibilities outlined above) will be determined on an individual student basis in meetings with representatives form school district and treatment center/program staff and others as appropriate.
- ___ Other _____

Upon verification of application for licensure of this treatment program, the School District will provide educational services in keeping with the information so indicated during the meeting held on the date reflected below and contained in this document and consistent with the Utah State Office of Education rules regarding students in hospital/treatment settings. Youth Education Coordinating Form II will be reviewed and completed each time the applicant for licensure re-applies for licensure under the conditions contained below:

- ! Probationary license
- ! Initial licensure
- ! Renewal license
- ! Change of Facility address/location
- ! Change of population
- ! Change of capacity

This document will be considered null and void in the event of any changes reflected in the list above and/or upon expiration of the treatment program/center's license. A new Youth Education Coordinating Form and process must be initiated and completed at least annually or to reflect any change in program/center status.

The completion and signing of this Youth Education Coordinating Form does not endorse, support, or oppose licensure of the above named program.

Signature of Superintendent (or designee)	District	Date
Signature of Treatment Program Representative	Position	Date

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Youth Education Coordinating Form III

Inadequate Service Funding/Plan

If the local school board disapproves the educational service plan or the educational funding plan, the program shall submit to the Office of Licensing a letter outlining the specific requirements identified by the local school board. See 62A-2-108.1 (4)

A plan of correction may be accepted if the private provider is making a good faith effort in cooperation with the school district to address the specific requirements as outlined in the letter.

**The _____ School District finds the program plan of
(Name of Private Provider) to be inadequate for the following reasons:**

In order to provide services the private program must:

Signature of Superintendent (or designee)	District	Date
Signature of Treatment Program Representative	Position	Date

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62A-2-108.1. Coordination of human services and educational services -- Licensing of programs -- Procedures.

(1) For purposes of this section:

(a) "accredited private school" means a private school that is accredited by an accrediting entity recognized by the Utah State Board of Education; and

(b) "education entitled children" means children:

(i) subject to compulsory education under Section 53A-11-101; or

(ii) entitled to educational services under Section 53A-15-301.

(2) Subject to Subsection (8) or (9), a human services program may not be licensed to serve education entitled children unless the human services program presents an educational service plan that includes evidence:

(a) satisfactory to:

(i) the office; and

(ii) (A) the local school board of the school district in which the human services program will be operated; or

(B) the school district superintendent of the school district in which the human services program will be operated; and

(b) that children served by the human services program shall receive appropriate educational services satisfying the requirements of applicable law.

(3) Subject to Subsection (8) or (9), if a human services program serves any education entitled children whose custodial parents or legal guardians reside outside the state, then the program shall also provide an educational funding plan that includes evidence:

(a) satisfactory to:

(i) the office; and

(ii) (A) the local school board of the school district in which the human services program will be operated; or

(B) the school district superintendent of the school district in which the human services program will be operated; and

(b) that all costs for educational services to be provided to the education entitled children, including tuition, and school fees approved by the local school board, shall be borne by the human services program.

(4) Subject to Subsection (8) or (9), and in accordance with Subsection (2), the human services program shall obtain and provide the office with a letter:

(a) from the entity referred to in Subsection (2)(a)(ii):

(i) approving the educational service plan referred to in Subsection (2); or

(ii) (A) disapproving the educational service plan referred to in Subsection (2); and

(B) listing the specific requirements the human services program must meet before approval is granted; and

(b) from the entity referred to in Subsection (3)(a)(ii):

(i) approving the educational funding plan, referred to in Subsection (3); or

(ii) (A) disapproving the educational funding plan, referred to in Subsection (3); and

(B) listing the specific requirements the human services program must meet before approval is granted.

(5) Subject to Subsection (8), failure of a local school board or school district superintendent to respond to a proposed plan within 45 days of receipt of the plan is equivalent to approval of the plan by the local school board or school district superintendent if the human services program provides to the office:

(a) proof that:

(i) the human services program submitted the proposed plan to the local school board or school district superintendent; and

(ii) more than 45 days have passed from the day on which the plan was submitted; and

(b) an affidavit, on a form produced by the office, stating:

(i) the date that the human services program submitted the proposed plan to the local school board or school district superintendent;

(ii) that more than 45 days have passed from the day on which the plan was submitted;

and

(iii) that the local school board or school district superintendent described in Subsection (5)(b)(i) failed to respond to the proposed plan within 45 days from the day on which the plan was submitted;

(6) If a licensee that is licensed to serve an education entitled child fails to comply with its approved educational service plan or educational funding plan, then:

(a) the office shall give the licensee notice of intent to revoke the licensee's license; and

(b) if the licensee continues its noncompliance for more than 30 days after receipt of the notice described in Subsection (6) (a), the office shall revoke the licensee's license.

(7) If an education entitled child whose custodial parent or legal guardian resides within the state is provided with educational services by a school district other than the school district in which the custodial parent or legal guardian resides, then the funding provisions of Section 53A-2-210 apply.

(8) A human services program that is an accredited private school:

(a) for purposes of Subsection (2):

(i) is only required to submit proof to the office that the accreditation of the private school is current; and

(ii) is not required to submit an educational service plan for approval by an entity described in Subsection (2)(a)(ii);

(b) for purposes of Subsection (3):

(i) is only required to submit proof to the office that all costs for educational services provided to education entitled children

will be borne by the human services program; and

(ii) is not required to submit an educational funding plan for approval by an entity described in Subsection (3)(a)(ii); and

(c) is not required to comply with Subsections (4) and (5).

(9) Except for Subsection (7), the provisions of this section do not apply to a human services program that is:

(i) a foster home; and

(ii) required to be licensed by the office.