

**Collaboration Agreement
with
Tioga County Department of Human Services,
Wellsboro Area School District,
and
The Student Transition and Recovery Program (S.T.A.R.)**

Memorandum of Understanding

In order to promote and maintain the maximum level of coordination and cooperation between the Tioga County Department of Human Services, Wellsboro Area School District, and S.T.A.R. for the provision of services to eligible clients, the following has been developed.

Rationale and Statement of Intent

The S.T.A.R. Program/S.T.A.R. Level 4 Program (formerly referred to as S.E.T) is a partnership between the juvenile justice system, the school system, and parents/guardians to deal with students in grades 6-9/ages 9-15, although on a case by case basis older students may be accepted, who have become chronic disciplinary problems. The program goals are to:

- correct chronic disruptive behavior
- add to the continuum of discipline alternatives for schools
- improve the learning environment for all students
- involve the parent/guardian in the corrective process
- reduce chronic absenteeism
- provide an alternative to foster care and institutional placement

These programs are designed to address the needs of middle school students who have committed offenses that may warrant disciplinary action from the school or referral to the juvenile justice system. The abiding principle of S.T.A.R. is that working with teens while they are impressionable ensures a greater possibility for success in their future. Additionally, the S.T.A.R. Level 4 Program continues to be a component of the S.T.A.R. Program. The S.T.A.R. Level 4 component provides the participating school districts with added support with student conflicts and alternative resolution to such conflicts while providing a safe and secure atmosphere.

A unique characteristic of the S.T.A.R. program is that it depends on the school system to perform its function to educate and on the juvenile justice system to provide appropriate due process. Last but certainly not least, S.T.A.R. requires parents to participate with and be accountable to their child and the program. It is the function of the S.T.A.R. personnel to instill the necessary discipline, including the regimented drill and exercise in conjunction with a highly structured daily program. S.T.A.R. allows students to remain in their homes and schools as an alternative to suspension or other school disciplinary procedures, detention centers, alternative schools and a variety of other out-of-home alternatives.

Areas of Cooperation and Coordination

The Tioga County Department of Human Services will:

- Enter into contract with the Student Transition and Recovery Program with a level of availability for Wellsboro Area School District.
- Cover the expense of staffing the S.T.A.R. Program, including an educational tutor, and licensing fee as determined by S.T.A.R.
- Provide furnishings for the site.
- Facilitate program implementation with S.T.A.R. coordinator and staff.
- Monitor and evaluate S.T.A.R. services.
- Facilitate the coordination of various intervention service agency involvements with S.T.A.R. Program Coordinator. (i.e., Probation, Mental Health, Job Development, etc).
- Facilitate ongoing planning meetings with school districts, S.T.A.R. Program, and the Tioga County Department of Human Services as necessary.
- Conduct the necessary arrangements for securing the program site.
- Contract with the Wellsboro Area School District on a yearly basis with the condition that if funding becomes insufficient, either party shall be able to terminate the contract with a thirty (30) day notice. Both Parties would be held harmless.

The Wellsboro Area School District will:

- Provide the site for the program as well as expenses related to the use of the site.
- Ensure that the site passes and continues to maintain licensing standards per the Office of Children, Youth, and Families, 3800 Regulations.
- Complete all necessary referral forms as included in the referral packet.
- Refer appropriate students to S.T.A.R. Level 1 and 2 and 4 Program.
- Make payment to the Tioga County Department of Human Services, in two (2) payments totaling \$9,435.00. Payments are due no later than October 2, 2017 - \$4,717.50 and December 1, 2017 - \$4,717.50.
- Provide transportation from the program site to the home school after the morning session, and return the S.T.A.R. student to the program site at the end of the school day.
- Make the necessary scheduling adjustments to allow the S.T.A.R. student to complete course requirements.
- Make necessary arrangements for students referred to S.T.A.R. Level 3 via the Tioga County Court of Pleas.
- Work cooperatively with the S.T.A.R. program staff to inform parents, students, school staff, and district residents of the program.
- Communicate directly with the S.T.A.R. program coordinator on behalf of any children referred/enrolled through their district.
- Provide study materials (wireless capable computers, books, homework, etc.) for the S.T.A.R. Program/Level 4 Program.
- Provide Internet access for the S.T.A.R. Program/Level 4 Program.
- Provide breakfast and lunch at the student's expense per the District Free and Reduced Lunch Guidelines.

The S.T.A.R. Program will:

- Provide all of the elements necessary to implement the four-tiered program as outlined in the Purchase of Service Agreement with Service Access and Management, Inc., which manages the program on behalf of the Tioga County Department of Human Services, and as identified in the S.T.A.R. program manual.

This memorandum of Agreement between the Tioga County Department of Human Services, Wellsboro Area School District, and S.T.A.R. shall cover the period of July 1, 2017 through June 30, 2018.

For Tioga County DHS:

For the Wellsboro Area School District:

Administrator Date

Superintendent Date

Witness Date

Witness Date

For Tioga County Commissioners:

ATTEST: (Seal)

Chief Clerk Date

Attorney

For S.T.A.R.

Coordinator Date