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TO: Chief School Administrators
Charter School and Renaissance School Project Lead Persons

FROM: Kimberley Harrington
Commissioner

SUBJECT: Recovery High School Planning Project

The New Jersey Department of Education is offering a funding opportunity to incentivize public school districts in the southern region of the state to design a plan for a recovery high school. This **Recovery High School Planning Project** will provide up to \$100,000, subject to availability of funds, to one public school district to engage stakeholders in a needs assessment, research, and implementation planning to meet the needs of students recovering from addiction in the region.

The number of substance abuse treatment admissions in New Jersey is on the rise. In their annual report on substance abuse admissions to treatment facilities in the state, the Division of Mental Health and Addiction Services, New Jersey Department of Human Services, reported an increase from 48,640 in 2015 to 53,511 in 2016. Two counties in the southern region, Ocean and Camden, had the highest numbers in the state in 2016 and were among the top five in 2015. In addition, the number of admissions statewide between the ages of birth through age 24 was 14,957 in 2016 up from 14,534 in 2015. These data reflect a critical need to address substance abuse early, provide the supports our students in recovery need to prevent relapse and help them achieve the rigorous goals we have set for all of our students. The recovery high school model is one way for our students to access these supports.

The Recovery High School Planning Project offers districts an opportunity to plan for implementing the recovery high school model during the 2018-2019 school year. Public school districts located in the following counties, serving high school-age students, are eligible to apply for funding: Atlantic, Burlington, Cape May, Camden, Cumberland, Gloucester, Ocean, and Salem. One application will be funded. The project period will extend from December 1, 2017 through June 30, 2018. Preference will be given to applications that include a plan for program implementation in September, 2018. The plan must include a program start date of no later than January, 2019.

The recovery high school plan developed through this project must be based on best practices and meet the requirements for recovery high schools outlined in *N.J.S.A. 18A:35-29 through 32*. The program must offer high school courses aligned with the New Jersey Student Learning Standards and prepare students to meet New Jersey's graduation requirements in accordance with *N.J.A.C. 6A:8*. Applicants

are encouraged to communicate with other recovery high school programs in the state to assist with planning.

Each school district interested in applying for this funding must complete an-application that includes the components listed in the attached checklist and submit it to the following email address by November 10, 2017: healthyschools@doe.state.nj.us. Questions regarding the project may also be forwarded to this email address. An information conference call will be conducted on October 17 from 3:30 to 4:30 to answer general questions about the project and assist with planning. The call-in number is 515-603-3134 – Participant Code: 592808#. Following a review of all applications, the chief school administrator of the successful applicant district will be notified. Funded activities may begin once a budget is finalized.

Thank you for considering this opportunity to serve students who require a unique set of supports to benefit from the rich educational opportunities New Jersey schools have to offer.

c: Members, State Board of Education
Senior Staff
Diane Shoener
Executive County Superintendents
Comprehensive Support Network Directors
Executive County Business Officials
County Supervisors of Child Study
Garden State Coalition of Schools
NJ LEE Group

New Jersey Department of Education
Recovery High School Planning Project
Application Checklist

To apply for funding to develop a comprehensive plan for a recovery high school, please prepare an application that includes all components listed below. This checklist may be used to ensure that the application is complete. Please label each component in the application. The project must reflect the necessary activities to achieve the following goal:

During the 2018-2019 school year, a school district in the southern region of the state, in partnership with a substance abuse treatment provider and other stakeholders, will establish a recovery high school program serving students in recovery from school districts in multiple counties in the identified region.

Application Component	Check if completed
Name of Applicant LEA:	
Contact Person (include name, phone number and email address):	
Counties to be Served:	
<p>A list of activities the district will conduct, in partnership with a local substance abuse treatment provider and other stakeholders, to develop a comprehensive plan for a recovery high school. Activities and action steps should address but are not limited to:</p> <ul style="list-style-type: none"> • Analyzing community, regional and statewide data and resources; • Reviewing funding sources (State, federal, private) and leveraging existing public school resources); • Researching evidence-based recovery strategies, effective recovery high school program components, and local, state and national treatment resources; • Conducting stakeholder meetings to assess needs, gather input and/or secure partnerships; • Visiting other recovery high school programs in the state or region; • Meeting with existing district staff to conduct an inventory of current supports within the high school and the community; • Developing entrance and exit criteria and an application process; • Visiting potential locations (e.g., community college campuses) to identify potential locations for the program; and/or • Exploring evaluation methods that may be used to measure the success of the program. 	
Comprehensive Plan Design – specify the components the plan will include (e.g., recovery high school program description, application criteria and process, location, staff, recovery services, courses offered, opportunities for structured learning experiences, parent engagement, community engagement, transition services, recruitment activities, and program evaluation method(s)).	
Budget – include expenditure categories and projected costs. Allowable costs include personnel; within-state travel; educational materials; and	

consultation with community providers. Non-allowable costs include equipment; materials for existing programs; food; and out-of-state travel.	
Assurances – the application must include a statement from the applicant district’s superintendent stating that the design of the program will address how the district will ensure that the: <ul data-bbox="251 367 1096 602" style="list-style-type: none">• curricula and instruction are aligned with the New Jersey Student Learning Standards;• program will prepare students to meet New Jersey’s graduation requirements and the local graduation requirements of attendees’ districts; and• program will adhere to all state and federal regulations related to implementing a high school program.	