

Liberty County School District

Mental Health Plan

2019-2020

1. Delivery of Evidence-Based Mental Health Services:

The awareness prevention efforts of Liberty County School District that address mental health issues and substance abuse issues are listed below.

1A) TIER 1: Universal/Resources/Services

- **Character Education/Social Emotional Learning programs are used to teach resistance skills, relationship building, goal setting, social/emotional regulation in elementary classrooms.**
- **Strategies for consistent routines, procedures, monitoring, safety protocols, and staff awareness, etc. will be provided to all school administration.**
- **The *Too Good for Drugs* program will continue to be implemented in grades 4th-6th at W.R Tolar K-8 and Hosford Elementary and Jr. High schools. This program is implemented through a partnership with PAEC CARE (Chemical Addiction Recovery Effort) program.**
- **Students in grades 9-12 are required to take a personal fitness course during high school to meet graduation criteria. This course embeds topics related to personal and family health, responsible behavior, and drug education.**
- **The Green Dot Program is also available on the high school campuses to support students by teaching a comprehensive approach to violence prevention.**
- **The district is designated with the Community Eligibility Provision for Free Breakfast and Lunch for all students. Research has proven that there is an association between healthy meal consumption and a student's well being physically and mentally.**
- **The district has a School Health Partnership with Liberty County Department of Health to provide comprehensive Health Services to all K-8 students which includes puberty presentations to 5th grade students, immunizations, health screenings, access to Dental Bus, and health care plans for students with significant health concerns. Each school is provided a nurse to administer medications, first-aid assistance, documentation of student contacts for health needs, and parental contacts as needed for health concerns.**
- **The district has entered a Memorandum of Understanding with PanCare of Florida to provide a school telehealth program to include medical and mental/behavioral health consultative services for all Liberty County Students.**

- **The Danielson framework for Instructional/Evaluation is used to provide classroom environments where research-based strategies are used including strategies to establish and maintain effective relationships in a student-centered classroom.**
- **Use of Kagan and other similar strategies for instructional practices that research has found improve academic achievement, ethnic and racial relations, social skills, social relations, and increased liking for self and school.**
- **Teachers and Staff will be provided training on the following topics:**
 - **Trauma informed Care**
 - **Youth Mental Health First Aid**
 - **Conscious Discipline and restorative Discipline Practices. (to selected grade levels/teachers)**
 - **Child/Teen Safety Matters Curriculum**
 - **Sanford Harmony (Social Skills/Mental Health Curriculum)**
- **All students will be progress monitored utilizing the Early Warning System for grades, discipline referrals, and attendance. Assessment data will be monitored through Performance Matters. Administrative walk throughs and teacher observations will also monitor implementation of all Tier I Core strategies.**
- **All students are administered a universal behavior screener for internalizing and externalizing behaviors (SIBSS-Drummond). The screenings will be used to assess the students' mental and behavioral health status and assess the present needs of each student. If the screening reflects a need for services beyond the counseling/behavioral services provided within the educational setting, a referral will be made to a local collaborating counseling agency in a collaborative effort to address the mental health needs of the student in compliance with the requirements of the Mental Health Assistance Allocation of Senate Bill 7026 and 7030.**
- **Students grade 6-12 will participate in a minimum of 5 hours of mental/emotional health instruction each year. Curriculum and course where the instruction will take place will be determined at the district level.**
- **All Liberty County Students are provided access to staff that are qualified to assist with social/emotional/mental health needs. Liberty County High School is staffed with one certified guidance counselor and a half time Clinical Social Worker; W.R. Tolar K-8 is staffed with two guidance counselors and one Clinical Social Worker; and Hosford K-8 is staffed with one certified guidance counselor, one part time guidance counselor, and one half time Clinical Social Worker.**

More intensive progress monitoring of identified students through the MTSS framework is used to determine appropriate interventions and implement

accommodations/supports to address students' social and emotional needs. These identified students will receive Tier 2 supports.

Schools will ensure that students who are referred to a school-based or community-based mental health service provider for mental health screening for the identification of mental health concerns and ensure that the assessment of students at risk for mental health disorders occurs within 15 days of referral. School-based mental health services must be initiated within 15 days after identification and assessment, and support by community-based mental health service providers for students who are referred for based mental health services must be initiated within 30 days after the school or district makes a referral.

1B) TIER 2-Targeted Intervention/Resources/Services:

The intensive evidenced based mental health interventions and services that are available to address mental health needs are listed below.

- **Liberty County will employ two full time Clinical Social Workers to facilitate mental health services to students including, but not limited to, providing mental health consultation; designing treatment plans; providing direct counseling services to targeted students; providing education on mental health issues; and providing case management. One Licensed Clinical Social Worker or LCSWI will be based at W.R. Tolar K-8 and one will be shared between Liberty County High School & Hosford Elem. & Jr. High. Mental Health Allocation funds will be used to provide this resource/service.**
- **Liberty County contracts with a school psychologist who is available to provide consultations with school professionals. The psychologist is also contracted to provide both academic and mental health screenings and assessments.**
- **A teenage parenting program is established to provide assistance for eligible students to help them continue their education by offering support for day care, transportation, medical care assistance, parenting courses, and instruction on health lifestyle choices.**
- **Liberty County contracts with Behavior Analytic Services to provide onsite behavioral supports at all schools within the district for targeted students. These services are designed to improve the emotional well-being and behavioral/social skills of students. The services include, but are not limited to, conducting observations and assessments/evaluations for students referred for behavior analytic services; complete behavior intervention plans; conduct classroom observations to assist staff with implementation of interventions/BIPs; provide consultation to school based staff on the**

behavioral needs of students; provide requested training to staff as needed/requested.

- **Check In/Check Out interventions are provided for students that exhibit the need for interactions with staff for monitoring behavior, academics, truancy and mental status. The "Check In/Check Out" program is a Tier II intervention that is utilized to decrease behaviors that are negatively impacting student's academic and social functioning within the school environment.**
- **Progress monitoring of identified students through the MTSS framework is used to determine appropriate interventions and implement accommodations/supports to address student' social and emotional needs.**
 - **Support for staff to implement the MTSS framework will be provided by District and school-based staff members as well as use of Florida Department of Education Discretionary Projects such as PBIS; SEDNET; FIN; FDLRS; etc.**
- **Identified teachers, administrators, and support personnel are trained each year using the Nonviolent Crisis Prevention Intervention (CPI) procedures. This training teaches school personnel how to defuse challenging and disruptive behavior before an incident escalates to a crisis situation.**
 - **This training will be provided through SEDNET discretionary project.**
- **The district partners with multiple community agencies to provide mental health and substance abuse services to students and families. Memorandums of Understanding are entered into between the district and community-based agencies to provide services for students and their families. Examples of these include:**
 - **Department of Health**
 - **PanCare**
 - **Apalachee Mental Health**
 - **Florida Therapy**
 - **Capital City Youth Services (CCYS)**
 - **Community Wellness Counseling and Support Services**
 - **Tallahassee Memorial Animal Therapy**
 - **Boys Town of North Florida**
 - **Life Management Center**
 - **Big Bend Community Based Care**
 - **Disc Village**
- **MOU with Disc Village to make available to students at LCHS the Botvin Life Skills Curriculum. This program provides information to students through small group sessions and/or individual visits that include:**
 - **Self-esteem**
 - **Coping skills**

- **Positive decision-making**
- **Anger management**
- **Positive peer/family relationships**
- **Academic success**
- **Stress management**
- **Personal responsibility**
- **Communication techniques**
- **Dangers of alcohol, tobacco, & other drugs**

1C) Tier 3: Intensive Interventions/Resources/Services:

The intensive evidenced based mental health interventions and services that are available to address mental health needs are listed below:

- **Individual Counseling services are provided for students through;**
 - **Certified School Board employees (Guidance Counselors and Licensed Clinical Social Worker or LCSWI**
 - **Referrals to outside agencies such as Apalachee Mental Health, Florida Therapy, CCYS, CWCSS, etc.**

Schools will ensure that students who are referred to a school-based or community-based mental health service provider for mental health screening for the identification of mental health concerns and ensure that the assessment of students at risk for mental health disorders occurs within 15 days of referral. School-based mental health services must be initiated within 15 days after identification and assessment, and support by community-based mental health service providers for students who are referred for based mental health services must be initiated within 30 days after the school or district makes a referral.

- **Licensed Clinical Social Workers or LCSWI and contracted school psychologist will conduct threat assessments and share information with school team to assist in the school's action to provide needed supports (mental health referral, change in placement, mentoring, Baker Act, etc.)**
- **Tallahassee Memorial Animal Therapy services will be utilized for students at the district's alternative program to provide counseling/therapy through utilization of trained therapy animals. They are also utilized in the case of a tragedy that effects a majority of the students such as natural disaster, death of teacher or classmate, etc.**
- **Community Action Team (CAT) will arrange/facilitate services for students with the most severe emotional and behavioral needs. Examples of services include:**

- **Family and student counseling services**
- **Health care**
- **Psychiatric evaluations**
- **Medication management (if needed)**
- **Case management services, and**
- **any other supports deemed necessary by the CAT team.**

Referrals will be made for wrap around services by the School Based Licensed Clinical Social Worker or LCSWI to provide intensive supports for students and their families to build constructive relationships and support networks. Wrap around plans are comprehensive and address multiple life domains across home, school, and the community. This collaborative effort will be used to address the mental health needs of students in compliance with the requirements of the Mental Health Assistance Allocation.

2. Supports that address mental health needs (Assessment, Diagnosis, Intervention, Treatment, and Recovery):

2A) Mental Health Screening and assessment procedures:

Liberty County School District takes a proactive approach to identification of students with mental health needs.

- **The district has contracted with a school psychologist, behavior analyst, and counselors to assist with the identification, diagnosis, intervention, treatment, and recovery of students with mental health needs. The district employs two Licensed Clinical Social Workers or LCSWI to facilitate and coordinate all mental and behavioral health services within and outside of the school.**
- **The district utilizes a Universal Behavior Screener SIBSS-Drummand for internalizing and externalizing behaviors to assist with identification of students exhibiting behaviors indicating the need for interventions and/or services. The Licensed Clinical Social Workers or LCSWI (funded with Mental Health Assistance Allocation) will analyze the results to determine the student's mental health status and overall level of stability. Students will be placed in the MTSS tiers based on results of all information gathered. If the assessment/screening indicates a child is in need of services beyond the scope of school-based counseling, a referral will be made to a local collaborating mental health agency in an effort to address the more intensive mental health needs of the student.**

Schools will ensure that students who are referred to a school-based or community-based mental health service provider for mental health screening for the identification of mental health concerns and ensure that the assessment of students at risk for mental health disorders occurs within 15 days

of referral. School-based mental health services must be initiated within 15 days after identification and assessment, and support by community-based mental health service providers for students who are referred for based mental health services must be initiated within 30 days after the school or district makes a referral.

- **Liberty County School district will attempt to identify students who have a history of mental health needs via school enrollment forms.**
- **From information gathered from enrollment, screeners, contracted service providers, district personnel, and outside agencies the designated Liberty County School District employees will assist in coordinating what assessments, interventions, treatments, etc. that the identified student needs.**
- **Behavioral and emotional health needs are also identified by school administrators, teachers/staff, counselors, and parents and are reported to Licensed Clinical Social Worker or LCSWI assigned to that school.**
- **School based Child Study Teams and Problem-Solving Teams will support the at-risk students by identifying and addressing the academic, behavioral, and/or social problems.**
- **The Early Warning System Indicators including, but not limited to, attendance; discipline; course performance; and state and local assessment data will be used in the identification and decision-making process.**
- **Various levels of intervention (Tier I, II, & III) are available in the schools for all students. Individual and/or group interventions will be provided to address the student's mental health needs identified through assessment and referral procedures. Interventions will be implemented for students at different levels of risk (e.g. immediate, crisis referral, referral to a school based or community-based mental health provider). Services are available for students with an emerging need and students experiencing a serious mental health problem. Any student who displays a risk of harm to self-and/or others will received immediate intervention. Baker Acts will be conducted through the local Sheriff's office.**

2B) Procedures for coordination and support:

- **Meeting the full continuum of student needs is also dependent on collaboration between schools and community mental health providers. The community providers in our area offer supplementary or intensive services that go beyond school capacities. Our MTSS process facilitates effective collaboration while ensuring that services provided in school are appropriate to the learning context and those that are provided outside of the school day are appropriately linked to and supported in the school setting. Liberty County's Licensed Clinical Social Workers or LCSWI work together with all**

entities to ensure communication remains fluid between agency providers and the school district. The district has a release of information form that is signed by the parent/guardian or adult student which allows the district and agency to share information. We also will have a memorandum of understanding (MOU) between the Liberty County School District and Big Ben Community Based Care which is the managing entity to support coordination efforts for students. A MOU will also be in place with Community Wellness Counseling and Support Services, Capital City Youth Services, Florida Therapy and the Apalachee Center who will also provide wrap around services for students they serve.

3. Evidenced-Based Mental Health Services for Students with One or More Co-occurring Mental Health or Substance Abuse Diagnoses and Students at Risk of Such Diagnoses:

Liberty County uses a collaborative team approach to address students' mental health concerns. We use internal support services such as school counselors, licensed Clinical Social Workers or LCSWI, contracted providers, teachers, and administrators to help at-risk students. Once the initial referral has been received, the problem-solving team/threat assessment team will gather additional information in order to better understand the scope of the problem. Early warning system indicators are also considered in decision making. In collaboration with the parent, an intervention is developed, implemented, and progress monitored. Adjustments to the interventions are data driven based on how the student responds to the intervention. Various levels of intervention (Tier I, II, III) are available in the schools for all students.

3A) Process for Identifying and Delivering Evidence-Based Mental Health Interventions:

Individuals with co-occurring disorders are best served through integrated treatment. This requires collaboration across disciplines (psychiatric, pediatric, psychological and educational). Treatment planning addresses both mental health and substance abuse, each in the context of the co-occurring disorder.

At-risk students are provided interventions to include mental health therapies such as:

- **Cognitive Behavior Therapy (CBT)**
- **Contingency Management Training**
- **Applied Behavior Analysis (ABA)**

- **Anger Management**
- **Social Skills**
- **Problem Solving Training**
- **Play Therapy**
- **Art Therapy**
- **Etc.**

Students with serious emotional disorders may also receive a combination of therapy and behavioral services infused throughout the educational program. The Liberty County School District contracts with Analytical Behavior Services who provides a Board-Certified Behavior Analyst (BCBA) to write intensive plans for students. The district also partners with CWCSS and PanCare to provide psychiatric services to students identified.

***3B) Students with substance abuse disorders* are referred to the district's alternative program where specialized services can be provided for this disorder. Counseling services (both individual and small group) are available through several MOU or contracted services with the Liberty County School District. If the student has received legal ramifications due to their substance abuse the district allows court ordered counselors, mentors, etc. to provide those services within the school day when appropriate. The Code of Conduct allows for students to be placed at the alternative program/placement in lieu of expulsion.**

4. Collaborative Partnerships with Community Providers and Agencies:

Community of Care teams will be established with representatives from all local community mental health providers and agencies. This team will meet quarterly to collaborate and review processes for students and family's access to local mental health services.

4A) Procedures for referring students to school-based mental health interventions and community-based mental health providers for treatment:

- **Referrals will be initiated by school administrators, school counselors, teachers, school nurse, parents and other mental health professionals that may be on-site.**
- **Referrals will be sent to a single point of access (district employed Licensed Clinical Social Worker or LCSWI) who will then review the referral and assign to the most appropriate provider based on presenting symptoms.**
- **The referral process will include strategies to help address economic, logistic and cultural barriers to accessing mental health care.**
- **The assigned mental health provider will then facilitate mental health services including, but not limited to, mental health consultation, designing program**

practices to promote social emotional development and effectively address challenging behavior; providing education in mental health issues; designing treatment plans, providing evidence-based intervention and providing case management as needed.

4B) Procedures for referring students to community-based substance abuse treatment:

- Referrals will be sent to a single point of access (district employed Licensed Clinical Social Worker or LCSWI) who will then review the referral and assign to the most appropriate provider based on presenting symptoms.
- The referral process will include strategies to help address economic, logistic and cultural barriers to accessing mental health care.
- Determine best course of action needed to address presenting symptoms but not limited to crisis intervention and involuntary admission as needed (Baker Act, Marchman Act)

5. Process for coordinating mental health services with a student's primary care provider and other mental health providers to include procedures for information sharing:

5A) Process to coordinate mental health services with a student's primary care provider or other mental health providers will be implemented:

- Development of a universal referral form to access community mental health services.
- Creating a process for obtaining parent/guardian consent to share information between the school and student's primary care provider and other mental health providers.
- Establish MOU's with local mental health community providers and agencies that allows for the efficient exchange of electronic student data across systems, in full compliance with FERPA.
- Designate a mental health point of contact at each school and each partnering community agency.

5B) Procedure for information sharing:

- Liberty County School District will begin using a universal referral form to more efficiently process referrals to mental health care providers.

- Liberty County School District will obtain parental consent to collaborating agencies to receive and share information.

6. Identification procedures as to how many students are screened and/or assessed: how many students are referred for services; and how many students receive services and/or assistance (to include both school-based and community)

6A) The following process for documenting number of students referred and number of students that receive school based and community services will be implemented:

- Screening process will involve identification of at-risk indicators (Early Warning Indicators-EWS) in students. If a child is screened for possible referral to mental health services, all documentation will be recorded by the appropriate school counselor and a copy sent to Licensed Clinical Social Worker or LCSWI.

All referrals initiated will be sent to a single point of contact at each school which will be the Licensed Mental Health Counselor where they will be logged and documented as to which provider the student is assigned to for intake procedures. *Schools will ensure that students who are referred to a school-based or community-based mental health service provider for mental health screening for the identification of mental health concerns and ensure that the assessment of students at risk for mental health disorders occurs within 15 days of referral. School-based mental health services must be initiated within 15 days after identification and assessment, and support by community-based mental health service providers for students who are referred for based mental health services must be initiated within 30 days after the school or district makes a referral.*

- Follow up procedures will involve documentation of students receiving services (both school-based and community) and/or assistance as well as those who do not and any barriers to treatment noted.
- Progress monitoring of students who are screened, referred, and receive treatment will occur by the schools assigned Licensed Clinical Social Worker or LCSWI.

6B) Outcome data that will be used to evaluate effectiveness of services:

- Early Warning System Indicators (attendance, behavior, etc.)
- Youth Risk Behavior Surveys
- Number of referrals for special education services
- Learning and behavioral data
- School Climate Data
- Number of students accessing tiered social, emotional and behavioral supports

7. Number and credentials of mental health service providers employed by the district.

All district employed mental health service providers must complete the application, interview and hiring process. All district employed mental health providers, prior to providing any services are obligated to file a complete set of fingerprints with the school district and receive clearance from the criminal background check. All district employed mental health providers are also required to submit to and complete a drug screening. All district employed mental health service providers are required to be licensed under Chapter 491 Florida Board of Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling.

The district hired two Licensed Clinical Social Workers (currently LCSWI) during the 2018-19 school year and they remain on staff.

The district currently employs the following staff who will be active participants in implementing the District Mental Health Plan:

Hosford Elementary and Jr. High:

- **1 certified Guidance Counselor: BA in K-6 General Education and Christian Education; MA Guidance Counseling; Certified in Youth Mental Health First Aid (8 hr. Course)**
- **1 Middle School Counselor: BA in 6th-12th ELA; Certified in Youth Mental Health First Aid (8 hr. Course)**
- **Half time Licensed Clinical Social Worker Intern: Bachelor of Science in Psychology; Master of Clinical Social Work-100% of time providing mental health services.**

Mental Health Staff to Student Ratio: 3 to 126

W.R. Tolar K-8

- **1 Elementary School Counselor: BS in Psychology; Certified in SLD; 2 years of experience working with DD adults under Doctorate level Psychologist; and Certified in Youth Mental Health First Aid (8 hr. Course)**
- **1 Middle School Counselor: BS in Elementary Education; MA in Reading; Certified in Youth Mental Health First Aid (8 hr. Course)**
- **1 Licensed Clinical Social Worker Inter: Bachelor of Science in Psychology; Master of Clinical Social Work- 100% of time providing mental health services.**

Mental Health Staff to Student Ratio: 3 to 168

Liberty County High School

- **1 certified Guidance Counselor: BA & M Social Science; Certified in Guidance & Counseling; Certified in Youth Mental Health First Aid (8 hr. Course)**
- **Half time Licensed Clinical Social Worker Intern: Bachelor of Science in Psychology; Master of Clinical Social Work- 100% of time providing mental health services.**

Mental Health Staff to Student Ratio: 2 to 165

District Level

- **1 ESE/Student Services Director: BA in Elementary Education; MA in Educational Leadership; Certified in Youth Mental Health First Aid (8 hr. Course); Certificate of completion for Trauma Informed Care**
- **1 Director of Instruction/Curriculum (Lead for MTSS process): BA in Psychology; MA in ESE**
- **1 School Safety Specialist**

8. Number and credentials of mental health service providers contracted by the district.

All agency employed mental health providers, prior to providing any services are obligated to file a complete set of fingerprints with the school district and receive clearance from the criminal background check. All agency employed mental health providers are also required to submit to and complete a drug screening. Agency employed mental health service providers will be licensed under Chapter 491 Florida Board of Clinical Social Work, Marriage and Family Therapy and Mental Health Counseling. Agency employed mental health service providers will be master’s level clinicians at a minimum and will be qualified and skilled caregivers. These staff will be hired and supervised by the mental health agency employing them. Currently, Liberty County School District Contracts with the following mental health service providers:

- **School Psychologist: State of Florida Licensed School Psychologist**
- **Advanced Behavioral Systems, Inc. D/b/a Engage Behavioral Health; Employees Board Certified Behavior Analysts and Board-Certified Assistant Behavior Analysts**

9. Expenditures allocated to direct mental health services and/or coordination of such services with primary care and mental health providers:

Liberty County School District has dedicated 100% of the Mental Health Allocation funding to direct mental health services or coordination of such services with primary care and mental health providers. The total allocation the Liberty County is scheduled to receive is \$130,723. We do not have charter schools in Liberty County. The allocated funds will be spent as follows:

Licensed Clinical Social Worker salary/benefits x 2	\$50,000 base + benefits = \$63,262.80 X 2 = \$126,525.60
Materials for lessons, counseling sessions, etc.	
Substitutes, stipends (summer attendance at mental health training), and/or travel for teacher training (Required YMHFA)	\$3,197.40
Travel Expenses for training/professional development related to mental health	\$1,000.00
<i>Total Allocation</i>	\$130.723.00

10. Assurances that Mental Health Assistance Allocation does not supplant other funding sources OR increase salaries or provide staff bonuses:

In a collaborative effort, Liberty County Staff verified that the proposed Mental Health Allocation Plan does not supplant other funding sources, nor have these funds been used to increase salaries or provide staff bonuses.

11. Description of how Liberty County School District will maximize use of other sources of funding to provide school-based mental health services, where appropriate:

Liberty County maximizes use of local, state, and federal funding sources to provide school-based mental health services. These funding sources include, but are not limited to:

- General Fund**
- IDEA**
- Medicaid Reimbursement**

Approved by the Liberty County School Board on July 29, 2019

Plan submitted to Commissioner of Education on July 30, 2019