

15-000 H. CAL-LEARN GOOD CAUSE DETERMINATION

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Good Cause Request and Criteria

Teen parents may request a good cause determination for failure to demonstrate adequate progress or for late submittal of report cards or progress reports.

Case Managers are required to evaluate good cause utilizing the following criteria:

Process	Criteria
Good Cause Request	<p>Requests for good cause</p> <ul style="list-style-type: none"> • Are made by the teen parent to the case manager; • May be made prior to a report card or during the 10-day reasonable effort period under CLPG Section 15-000 F. <i>Cal-Learn Case Management Services</i>; <p>The case manager is required to initiate a good cause determination when a teen parent requests such a review.</p>
Good Case Evaluation	<p>Evaluation of good cause for failure to make adequate progress is considered when:</p> <ul style="list-style-type: none"> • The event was beyond the teen parent's control; • The event substantially deprived the teen parent of the ability to make adequate progress in school; and • Home study or other special arrangements could not be made with the school.
Good Cause Reasons	<p>Reasons for good cause include, but are not limited to:</p> <ul style="list-style-type: none"> • The teen parent was/had <ul style="list-style-type: none"> ○ Temporarily ill or incapacitated. ○ Required to appear in a court proceeding or is incarcerated. ○ Unable to travel to an activity due to inclement weather or other act(s) of nature ○ Breakdown in transportation arrangements with no ready access to alternate transportation. ○ Refused to accept major medical services even if the refusal precluded participation in the program. ○ Met any of the exemption or deferral criteria as

	<p>specified in CLPG Section 15-000 C. <i>Cal-Learn Program Eligibility and Participation Requirements</i>.</p> <ul style="list-style-type: none"> ○ Experiencing a family crisis or change of individual or family circumstances, such as death or illness of a spouse, parent, or child, which requires the teen's immediate attention. ● The teen's school program breaks for the summer and no report card or progress report is given for that period. ● A breakdown or interruption of child care arrangements occurred, which include: <ul style="list-style-type: none"> ○ Licensed or exempt child care was not reasonably available during the teen parent's hours of school, including commuting time; ○ Reasonably available child care includes having at least two choices of child care arrangements, which do not require: <ul style="list-style-type: none"> ▪ Adding more than one-half hour to the commuting time each way; or ▪ The child to transfer to a different school. ○ Child care was needed for a child who did not meet one condition in each of the two sections under CLPG Section 15-000 E. <i>Cal-Learn Supportive Services</i> and therefore was not eligible for Cal-Learn paid child care; ○ Suitable special needs child care was not reasonably available for children with disabilities, chronic illnesses, or other special needs. ● At the discretion of the Cal-Learn Liaison, any substantial and compelling reasons other than those specified in this section.
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Required Actions

At the time a teen parent requests good cause determination, the responsible staff is required to complete the following actions to approve or deny good cause for the teen's failure to demonstrate adequate progress or late submittal of report cards or progress reports:

Responsible Staff	Action
Case Manager	<ol style="list-style-type: none"> 1. Determine if good cause exists based on the reasons listed above; 2. Review the events on which the teen based the good cause request; <ul style="list-style-type: none"> ○ If the teen parent had a break in participation as described in CLPG Section 15-000 F. <i>Cal-Learn Case Management Services</i> during the report card period, the good cause review shall include the impact the break had on the teen's ability to make

	<p>adequate progress.</p> <ol style="list-style-type: none"> 3. Obtain substantiating documentation; 4. Complete and submit the CL Compliance Tracking Tool (27-360) to the Cal-Learn Liaison; 5. Issue a notice if no good cause is determined to the teen parent and the head of the AU no later than 15 working days after a good cause determination was requested. The Cal-Learn Notice of No Good Cause Determination (CL-9) is required to be sent to the teen parent and the head of the AU when the teen has been found to be without good cause for failing or refusing to comply with program requirements. The CL-9 includes an appointment date for the teen to discuss the problem; 6. If good cause is not found for failure or refusal to comply with program requirements on the part of the teen parent, the case manager is required to inform the teen parent and head of the AU of the consequences of not participating in the Cal-Learn Program. Should the teen parent need further assistance, the case manager is required to provide the teen parent with the telephone number and address of the Legal Aid Society.
Cal-Learn Liaison	<ol style="list-style-type: none"> 1. Review the submitted 27-360 the case manager's recommendation, documentation and CalWIN entries to determine if the teen parent has good cause; 2. Request additional information from the case manager, if needed; 3. Approve or deny the good cause request; and 4. Notify the case manager of the good cause determination via the 27-360.