



Interagency Agreement For the Delivery of Educational Services to Solano County Foster Youth

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Acknowledgement

Jay Speck

*Solano County Superintendent of Schools
Solano County Office of Education*

Lisette Estrella-Henderson

*Associate Superintendent, Student Programs and Educational Services
Solano County Office of Education*

Becky Cruz, MSW

*Program Manager, Educational Liaison
Solano County Office of Education*

Narisa Orosco- Woolworth, MSW

*Student Support Specialist
Solano County Office of Education*

Linda Orante

*Deputy Director, Solano County Health and Social Services
Child and Adult Resources and Services*

Karl Porter

*Social Services Manager
Solano County Health and Social Services*

Thank you to the participating agencies that assisted with developing the Solano Countywide Interagency Agreement.

Key Partners:

Solano County Office of Education
Solano County Juvenile Court System
Solano County Board of Supervisors

Placing Agencies:

Solano County Department of Health and Social Services - Child Welfare Services
Solano County Probation Department

Local Education Agencies:

Benicia Unified School District
Dixon Unified School District
Fairfield-Suisun Unified School District
Travis Unified School District
Vacaville Unified School District
Vallejo City Unified School District

Educational Partners:

Solano County Special Education Local Plan Area
Vallejo City Unified School District Special Education Local Plan Area
Solano Community College

Community Partners:

CASA of Solano County
Solano County Foster Parent Association
Foster A Dream
First Place for Youth
Independent Living Skills Program
Stahnke & Associates
Child Welfare Services Ombudsman
Aldea Treatment Foster Care
Mary's Help
Mile High Group Home
California School Board Association Region 3
County Counsel
Public Defenders Office of Solano County
Solano County Department of Health and Social Services – Mental Health Division

A special thank you is given to San Luis Obispo County Office of Education for sharing their interagency agreement and for assisting Solano County through the process.

Legislative Intent

- AB 490 – State of California Assembly Bill effective January 1, 2004
- McKinney-Vento Homeless Assistance Act Reauthorized January 2002
- AB 2463 Article 5. Higher Education Outreach and Assistance Act for Emancipated Foster Youth effective September 30, 1996
- AB 669 – Post Secondary Education Residency Requirements Exception to the Uniform Residency Requirements effective October 11, 2009
- AB 1393 - Higher Education Housing for Foster Youth effective October 11, 2009
- Higher Education Opportunity Act (HEOA) PL 110-315 effective August 14, 2008
- AB 194 – Post Secondary Priority Enrollment effective October 9, 2011
- AB 167 – Amends EC § 51225.3 effective January 1, 2012
- AB 1933 – Amends EC § 48853.5 effective September 30, 2012
- AB 709 – Amends EC § 48853.5 and adds § 120341 to the Health and Safety Code effective October 4, 2011
- AB 1858 – Quality and accountability for children educated at NPS effective January 1, 2005
- Public Law (PL) 110-351 – Amends Title IV-E of the Social Security Act effective October 7, 2008
- AB 12 – California Fostering Connections to Success Act effective January 1, 2012
- AB 212 – Amends AB 12 and WIC §§ 366.31, 366.4, 388, 391, 727.3, 727.31, 785, 11363, 11363, 11400 and 11403 and adds § 11403.01, effective January 1,(2012)

“Pupils in foster care and those who are homeless, as defined by specified federal law (*McKinney-Vento*), have a meaningful opportunity to meet the academic achievement standards to which all pupils are held, are placed in the least restrictive educational programs, and have access to academic resources, services, extracurricular and enrichment activities as all other pupils.” AB 490, 2004 Legislative Counsel’s Digest (2)

Foster Youth must have access to the same academic resources, services and extra-curricular and enrichment activities available to all students. All educational decisions must be in their best interest. *EC §§ 48850 (a), 48853(g), WIC §§ 361(a), 726 (b)*.

Within the past decade the California legislature has worked with state, community leaders and the youth to assess gaps in services for youth that are placed in foster care. The needs of our youth highlighted the importance of providing assurances that rights of children and youth in foster care were protected and upheld. A focus was placed on academic achievements, educational stability and preparation to transition from foster care to postsecondary education.

AB 490 was written as a result of McKinney-Vento expanding the definition of homelessness to include foster youth in transition, such as those in shelters. To ensure all youths’ educational rights were protected regardless of their out-of-home placement status, California’s legislature recognized this disproportionate level of rights and deemed it necessary to make the rights be equal to all youth in the California Foster Care System. “In fulfilling their responsibilities to pupils in foster care,

Legislative Intent

educators, county placing agencies, care providers, advocates, and the juvenile courts shall work together to maintain stable school placements..." *AB 490, 2004 Sec. 15, 16000(b)*

Table of Contents

Section	Page
I. Parties	1
II. Scope of Agreement	2
III. Applicability	2
IV. Delineation of Responsibilities	2
A. Responsibility of Local Education Agency	2
B. Responsibility of Foster Youth Services Coordinator	5
C. Responsibility of Solano Community College.....	6
D. Responsibility of Placing Agency	7
E. Responsibility of Juvenile Courts	9
F. Responsibility of Community Partners	11
V. Period of Agreement	11
VII. Foster Youth Services Advisory Committee (Foster Youth Education Project) ...	11
VIII. Confidentiality	12
IX. Ownership of Records	12
X. Compensation Costs	12
XI. Resolution of Disputes	12
XII. Measurement	12
XIII. Indemnification	13
XIV. Additional Parties to Agreement	13
XV. Entire Agreement	13
Oath of Confidentiality	14
Signatories to Agreement & Oath of Confidentiality	15
Appendix to Agreement	22
Solano County Resolution Council Members.....	23
Forms and Charts	25
Guideline for Determining Best Interest of the Child.....	28
Determining Feasibility for Placement in the School of Origin.....	29
Dispute Resolution Flow Chart.....	31
Homeless and Foster Program Definition.....	32
Transportation Flow Chart.....	33
Countywide District McKinney-Vento Flow Chart.....	35
Countywide District Referral Emergency Foster Care Form.....	36
CWS Travel Reimbursement Flow Chart.....	37
Placement Change Notification Form.....	38
Fax Notification of Placement Change.....	39
School Change Notification.....	40
AB 490 Notification Residential Placement Change Form.....	41
Records Request Form.....	42
Transitional Case Management Referral Form.....	43

Table of Contents

UpgrAde Foster Youth Tutoring Request Form.....	44
Appointment of Educational Representative.....	47
Individual Education Program Process and Timeline.....	48
Individual Excused Court Activity Absence.....	49
Juvenile California Counsel Form JV-535	50
Juvenile California Counsel Form JV-536.....	53
Standing Court Order # 2011-006.....	55
Legislation Summary.....	59
Glossary of Terms.....	62

INTERAGENCY AGREEMENT FOR THE DELIVERY OF EDUCATIONAL SERVICES TO SOLANO COUNTY FOSTER YOUTH

I. PARTIES

This Agreement for the Coordination and Tracking of County Compliance with California Assembly Bill 490, effective 2004 and other laws related to ensuring the educational rights of foster youth in Solano County, is effective December 2008, amended January 1, 2013, between:

The Solano County Office of Education, (SCOE), and:

1. Placing Agencies, which include:

- Solano County Department of Health and Social Services - Child Welfare Services (CWS)
- Solano County Probation Department (PO)

2. Local Education Agencies, which include:

- Community Schools
- Benicia Unified School District (BUSD)
- Dixon Unified School District (DUSD)
- Fairfield-Suisun Unified School District (FSUSD)
- Travis Unified School District (TUSD)
- Vacaville Unified School District (VUSD)
- Vallejo City Unified School District (VCUSD)

3. Solano County Juvenile Court System

4. Community Partners, which include:

- All Group Homes with a Solano County placement agreement to deliver services
- All Foster Family Agencies with a Solano County contract to deliver services
- Foster Parent Association
- Court Appointed Special Advocates of Solano County (CASA)
- County Department of Health and Social Services – Mental Health Division

5. Educational Partners, which include:

- Solano County Special Education Local Plan Area (SELPA, SCOE, BUSD, DUSD, FSUSD, TUSD, VUSD)
- Vallejo City Unified School District Special Education Local Plan Area (SELPA)
- SCOE Foster Youth Services (FYS)

6. Solano Community College

All parties listed above are collectively referred to as "Participant" or "Participants". These Participants agree to collaborate and cooperate together for the educational benefit of foster youth in Solano County.

II. SCOPE OF AGREEMENT

The Participants have mutually agreed to develop a plan for the purpose of providing improved educational outcomes for students in foster care. The Participants will work together to ensure students' health and educational records are current and accurate, that transfer of records occurs in a timely manner, that disputes regarding transportation or service delivery are resolved promptly and that students in foster care are educated in the appropriate educational placement in the least restrictive environment. *EC §§ 48850, 49069.5, GC § 7579.1.*

III. APPLICABILITY

This guide is intended for youth ages 4-21, who are in Foster Care and reside in Solano County, including youth who are Non-Minor Dependents (NMD) working toward their high school completion, pursuant to AB 12, 2012. *WIC § 11400 (v).* Additionally it was developed to:

- Provide consistency across agencies to ensure educational needs of foster youth are met and that their rights are protected.
- Allow students to remain in their school of origin when it is in their best interest.
- Create direction regarding implementation of laws related to the education of students in foster care.
- Establish forms that support and protect the application of these laws, which are included in the attachment section of this document.

The Solano County Office of Education developed a model policy for the delivery of educational services to Solano County Foster Youth that has been adopted by the following school districts with schools in Solano County: Benicia Unified School District, Dixon Unified School District, Fairfield-Suisun Unified School District, River Delta Unified School District, Travis Unified School District, Vacaville Unified School District, and Vallejo City Unified School District.

IV. DELINEATION OF RESPONSIBILITIES

A. Responsibility of the Local Education Agency (LEA)

1. Local Education Agencies will appoint a District Educational Liaison and Homeless Liaison for each school district. *AB 490 Sec. 4, EC § 48853.5(b), 42 USC §11432(g)(1)(J)(ii).*
2. When foster youths are temporarily placed in a foster home, with a relative, or with a family friend, they are considered “homeless” under McKinney-Vento, and therefore it is the responsibility of the Local Education Agency’s Homeless Liaison to arrange transportation so that the student’s education is not disrupted, and they continue at their school of origin. *42 USC § 11435.*
3. The District Educational Liaison will act as a conduit through which foster youths’ health and education information will be received and disseminated.

4. The Foster Youth District Educational Liaisons will participate, in an advisory role, in educational placement decisions in consultation with the youth and the person holding educational rights. *AB 490, 2004, EC § 48853.5(d)*.
5. Educational decisions will be made in the best interest of the foster youth. *EC § 48850(a)*.
6. AB 490, 2004 states that if a child's residential placement changes, the school district must allow the child to remain in his/her "school of origin" (usually the child's current school) for the rest of the school year. *EC § 48853.5 (e)*.
7. Extends school of origin to include school feeder pattern even if the child changes school levels, or the child moves out of the school area or district while in foster care until a youth leaves the jurisdiction of the court. *AB 1933, EC § 48853.5, amended September 30, 2012*.
8. The Foster Youth District Educational Liaison, in consultation with, and with the agreement of, the foster child and the person holding the right to make educational decisions for the foster child, may recommend, in accordance with the foster child's best interests, that the foster child's right to attend the school of origin be waived and the foster child be enrolled in a public school that pupils living in the attendance area in which the foster child resides are eligible to attend. *EC § 48853.5(e)(6)*.
9. Before making a recommendation to move a foster child from his or her school of origin, the District Educational Liaison shall provide the foster child and the person holding the right to make educational decisions for the foster child with a written explanation stating the basis for the recommendation and how the recommendation serves the foster child's best interest. *EC § 48853.5(e)(7)*.
10. Foster youth will be allowed immediate enrollment following a change in schools without regard to proof of residency, immunizations, academic or medical records, school uniforms or other documentation. *EC § 48853.5(e)(8)(B), AB 709*.
11. The Foster Youth District Educational Liaison will coordinate with appropriate parties to ensure that a foster youth's grades are not lowered due to absences caused by placement changes, a court appearance or other court ordered activities. *EC § 49069.5(g)-(h)*. (See **Appendix, page**).
12. The Foster Youth District Educational Liaison will ensure that credits are awarded to foster youth for full or partial coursework satisfactorily completed while attending another public school, juvenile court school or nonpublic, nonsectarian school. *EC § 48645.5*.
13. Upon notification that a youth is transferring out of their current school, the old school district must transfer the child out and send school records to the new school within 2 business days. *EC § 49069.5(d)-(e)*.

The records shall include:

- Who has education decision-making rights
- Student's seat time to include withdrawal grades
- Full or partial credits earned
- Number of credits earned at time of placement

- Classes taken
 - Grades
 - Grade level (number of years in school)
 - Immunizations
 - Special education plan, Individual Education Plan (IEP), 504 plan, evaluation information
 - Identify the school the youth wishes to attend (per AB 490, 2004 & AB 1933)
 - Identify the school the parent or person holding educational rights wishes the youth to attend (per AB 490, 2004 & AB 1933)
14. The Foster Youth District Educational Liaison must contact the last school attended to request all academic and other records within 2 business days of the request for enrollment. *EC § 48853.5 (e)(8)(C)*.
 15. The Foster Youth District Educational Liaison will ensure and facilitate proper school placement, enrollment and checkout from school. *EC § 48853.5(b)(1)*.
 16. Local Education Agencies (LEA) will provide Placing Agency staff access to youth's school records without parental consent or court order. *EC § 49076 (a)(3)*.
 17. Within 30 days of receipt of Juvenile California Counsel Form, JV-535/JV-536 forms from the Juvenile Court, indicating a youth who is eligible for special education services or has an active Individual Education Plan (IEP), the Local Education Agency must appoint a "surrogate parent". *GC § 7579.5(a)*. The Local Education Agency must select a relative caretaker, foster parent or CASA if one is willing and able to serve. If none of these individuals is willing and able to act as a surrogate parent, the Local Education Agency shall select the surrogate parent of its choice. *GC § 7579.5(b)*.
 18. The LEA must complete the JV-536 form and return it to the court within 7 calendar days of the date of the appointment, termination or replacement of an Educational Surrogate. *WIC §§ 361(a), 726(b), GC § 7579.5, .6, CRC 5.502, 5.650(d)*.
 19. If a dispute arises regarding school placement the child has the right to remain in the school of origin until the dispute is resolved. *EC § 48853(d)*. Consider inserting **(See Resolution of Disputes Process on pg.)** Federal Law requires that in any unilateral change in placement of a special education student the student shall "stay put" in the current placement until all administrative procedures or challenges are exhausted. (USC 20 Section 1415(k)) (Honig v. Doe 484 US 305). In certain discipline cases, involving firearms, drugs or serious injury unilateral change in placement may occur but is time limited.
 20. The school and placement agency must work together to resolve issues of transportation. *EC § 48853.5(e)*.
 21. If unable to resolve a dispute with another Local Education Agency within 2 business days, Local Education Agencies will contact their individual district administrators for resolution. See Resolution of Disputes, **page 14**.

22. If unable to resolve a dispute within 2 business days with Participants, other than Local Education Agencies, Local Education Agency's staff will request a Resolution Board meeting by contacting the Foster Youth Services Coordinator. See Resolution of Disputes, page 14.
23. The District Educational Liaison will provide information to community members regarding the educational needs and system support needed for foster children, and the need for safe and appropriate community foster home placements that enable students to remain in their current educational placement.
24. Local Education Agencies are to work with the SCOE FYS program to allow student access on school grounds for purpose of improving academic outcomes.
25. Students in foster care must attend programs operated by the Local Education Agencies unless the child remains in the school of origin, has an Individual Education Plan requiring a different educational placement or the educational rights-holder determines that it is in the youth's best interest to attend a different educational program. Before placing a youth in a juvenile court school, community school or other alternative school setting, the educational rights-holder must consider placement in regular public school. *EC § 48853(a)-(b)*.
26. If a court or child welfare agency changes a youth's residence, s/he immediately is deemed to meet all residency requirements for participation in interscholastic sports and other extracurricular activities. *EC § 45550(a)*.

B. Responsibility of the SCOE - Foster Youth Services (FYS) Coordinator

1. SCOE will work through their Educational Services Division - Foster Youth Services Coordinator to ensure each district has a designated Foster Youth Educational Liaison.
2. The FYS Coordinator will track outcomes, as determined by the Participants of this Agreement, and take a lead role in collecting and assimilating the information required in State reports regarding compliance with AB 490, 2004.
3. The FYS Coordinator will maintain and provide to Placing Agencies an up-to-date list of Foster Youth District Educational Liaisons on an annual basis.
4. The FYS Coordinator will keep an up-to-date list of contact information for individuals involved in this Agreement.
5. The FYS Coordinator will organize and coordinate bi-monthly Foster Youth Education Project (FYEP) meetings with representatives including but not limited to Juvenile Court, Placing Agencies, Court Appointed Special Advocates, Solano Community College, ILSP and THPP Contracted Providers, Foster Youth District Education Liaisons (DEL), Foster Care Providers, Youth Advocate, and others associated with educational outcomes for Solano County foster youth.
6. The FYS Coordinator will be responsible for creating an agenda for all Foster Youth Education Project (FYEP) Advisory Committee meetings, maintaining

- minutes and tracking action items created during the meeting.
7. The FYS Coordinator, in conjunction with the FYEP, will facilitate coordination of trainings related to improving educational outcomes and access to vocation and postsecondary education institutions.
 8. The FYS Coordinator will be the point of contact for all participants for the FYEP and for the Resolution Council.
 9. Immediately upon request, the FYS Coordinator, in conjunction with the resolution protocols created in this Agreement, will contact Resolution Council members and make all necessary arrangements to convene a meeting.
 10. The FYS Coordinator will be a standing member of the Resolution Council.
 11. The FYS Coordinator will monitor and track changes in laws, regulations and legislation that impact this Agreement, and provide the FYEP Committee with this updated information.
 12. The FYS Coordinator will provide regular updates to all District Educational Liaisons on changes of school placement of foster youth within their district via receipt of placement change notification from PO &/or CWS to FYS on a regular basis.
 13. The FYS Coordinator has the responsibility to be a conduit of information between the School District Liaisons and SCOE.
 14. The FYS Coordinator will work with Placing Agencies to maintain up-to-date Health and Education Passports on all foster youth. *WIC § 16010.*

C. Responsibilities of Solano Community College

1. SCC will ensure that a student who currently resides in California and is 19 years of age or under at the time of enrollment, who is a current or former foster youth through California's Child Welfare System shall be entitled to resident classification until he or she has attained the age of majority and resided in the state the minimum time necessary to become a resident. *AB 669, EC § 68085.*
2. SCC will ensure current and former foster youth (FYSI students) of their ability to have priority registration for enrollment for any academic term. *AB 194, 2011, EC § 66025.9.*
3. SCC will ensure current and former foster youth (FYSI students) are informed of services provided through Student Support Services, such as mentoring, Financial Aid, Disability Service Program (DSP), Academic Counseling, Extended Opportunity Programs and Services (EOP&S), and other campus resources (pending available resources). *AB 2463, 1996, EC § 89345.*
4. SCC will identify FYSI liaisons in appropriate Student Support Services Departments/offices (Financial Aid, Admissions, EOPS, DSP and Counseling pending available resources).
5. FYSI Lead Liaison will assist with oversight of implementation of SCCs FYSI

Student Success Bridge Program contingent upon available funding and resources.

6. SCC FYSI Liaison(s) will work together to support the identified needs of current and potential students from foster care.
7. SCC FYSI Liaison(s) will refer students to appropriate services and support as needed using an SCC FYSI **warm hand off process**.
8. SCC FYSI Liaison(s) will refer students to community partners' for support services greater than SCC can provide, such as but not limited to housing, mental health, food and transportation.
9. SCC will provide office space to support SCOE – FYS and County-contracted ILSP Provider(s) to support FYSI students (pending availability of space).
10. SCC will provide regular updates at the FYEP meetings on support for FYSI students and their successful transition into, and out of, SCC. Emphasis will be placed on the ability to maximize existing resources, decrease duplication of services and to increase student enrollment.

D. Responsibility of the Placing Agencies

1. Placing Agency staff, which includes social workers and/or probation officers (SW/PO), will ascertain the following information to ensure prompt collection and transfer of school records:
 - Identify who has education decision-making rights
 - The last school of record
 - The school that the youth wants to attend
 - The school the parent or person holding education rights wishes the youth to attend
 - Grade level (number of years in school)
 - Number of credits at time of placement
 - Grades
 - Special education plan, Individual Education Plan (IEP), 504 plan, evaluation information
2. Placing Agency staff will ensure placement decisions are made in the best interest of youth and make every effort to allow the youth to remain in the same school. *WIC § 16501.1(f)(8)*
3. Placing Agency staff will ensure that the placement of the child in foster care takes into account the appropriateness of the current educational setting, the proximity of the foster home placement to the school in which the child is enrolled at the time of placement, the number of previous school transfers, and the school matriculation schedule, among other factors. *WIC § 16501.1(c)(4), PL 110-351.*
4. Educational planning for a child must be coordinated between the responsible placement agency, educational agencies and the person holding the right to make educational decisions for the child. The cost of reasonable travel for the

- child to remain in the school in which the child is enrolled at the time of placement is an allowable foster care maintenance cost. *PL 110-351, AB 1933.*
5. CWS will provide a report to update and upload into Foster Focus report on a quarterly basis via an electronic file transfer process. Reports will contain the following information: full name, date of birth, placement type, address, placement date, exit date, contact phone number of caregiver, current school child is attending, and grade level.
 6. Placing Agency staff will disseminate an up-to-date list of District Educational Liaisons to all appropriate staff, included but not limited to agency personnel substitute care providers and educational surrogates.
 7. Placing Agency staff will notify the appropriate District Educational Liaison immediately when a foster youth in their district is being moved, even if the foster youth is not changing his/her school location. *EC § 49069.5(c).*
 8. Placing Agency staff will ensure that the school district's emergency card is up to date with the correct information such as who is authorized to pick the youth up from school.
 9. Within 24 hours of determining that a placement change may result in a change of school, the Placing Agency Staff must notify the court, child's attorney and educational representatives or surrogate parents. *CRC 5.651(e)(1)(A).*
 10. If a child has an IEP, the Placing Agency Staff must provide written notice of the impending change of school to the current Local Education Agency and the receiving SELPA at least 10 days in advance. Placing Agency Staff will identify child's education rights holder/surrogate and provide other relevant information that will be useful in implementing child's IEP. *CRC 5.651(e)(1)(B), GC § 7579.1.* If Placing Agency staff determines that a foster youth is potentially eligible for special education, s/he will contact the district and/or SELPA. *EC § 56156(a).*
 11. Placing Agency Staff will use information obtained from school records only for the following purposes as permitted by statute:
 - Compiling the youth's Health and Education Passport. *WIC § 16010.*
 - Fulfilling educational case management responsibilities.
 - Assisting with the school transfer or enrollment of the student. *EC § 49076(a).*
 12. As soon as the Placing Agency staff becomes aware of the need to transfer a youth in foster care out of his or her current school, they shall contact the appropriate person at the Local Educational Agency (SCOE FYS) of the student. Placing Agency staff shall notify the Local Educational Agency (SCOE FYS) of the date that the youth will be leaving the school and request that the student be transferred out. *EC § 49069.5(c), WIC § 16501.1(f)(8)(B).*
 13. Through established electronic File Transfer Process (FTP) between CWS and the SCOE FYS student database, Foster Focus a notification of a placement change is considered compliant. **See page ...** for procedure by FYS

14. Placing Agency staff (or) SW/PO shall provide youth's **(everywhere else in IAG states youth vs. minor)** counsel a copy of the written notice when a placement change occurs.
15. Placing Agency staff will provide a summary of the health and education information record to attach to the court report, and provide a copy to the caregiver (30 days for initial placement and within 48 hours for subsequent placements). *WIC § 16010(a)(b)(c), MPP 31-206.351(a)(c)(d).*
16. To ensure proper check-out from school, when the Placing Agency staff becomes aware of the need to transfer a student to a new a school, they must utilize the placement check out form to:
 - Notify the school of the last day of attendance;
 - Request calculation of student's educational information;
 - Request that the students be transferred out. *EC § 49069.5(c).*
17. Through established the electronic File Transfer Process (FTP) between SCOE and CWS, a daily notification of placement changes will occur. Back up procedure will be the continuous receipt of fax notification to FYS within 72 hours of a placement change by utilizing the *Fax Notification of Placement Change* form (See Appendix **U**).
18. If an educational placement dispute occurs, Placing Agency staff will schedule a staff meeting and with the assistance of their supervisor, will work with all involved Participant(s) to make a determination as to what is in the best interest of the child.
19. If unable to resolve a dispute within 2 business days, Placing Agency staff will request a Resolution Council meeting by contacting the FYS Coordinator.

E. Responsibility of the Juvenile Court

1. Juvenile Court Judges are charged with the responsibility to provide oversight of county social services (CWS) and probation agencies to ensure that the educational rights of foster youth are investigated, reported and monitored.
2. Educational matters, including who has the authority to make educational decisions for a foster youth and whether someone else should be appointed to hold education rights, must be considered at every court hearing. *WIC §§ 366.3(e), 366.3(g), 727.2(e)(3), CRC 5.651(b).*
3. While the child is under the jurisdiction of the court, the Judge will assess and determine if the Juvenile Court will issue an ORDER TO LIMIT THE PARENT'S RIGHT TO MAKE EDUCATIONAL DECISIONS FOR THE CHILD AND APPOINT A RESPONSIBLE ADULT AS AN EDUCATIONAL REPRESENTATIVE, utilizing the JV-535. *WIC § § 361(a), 726(b), CRC 5.650(a).* Not all parents will have their educational rights limited.
4. Educational rights can be temporarily limited prior to disposition and as early as the initial detention hearing. This limitation expires at the end of the disposition hearing, or when the petition is dismissed, but the Juvenile Court may later renew the limitation, if appropriate. *WIC § 319(g), CRC 5650(a).*

5. The Juvenile Court must appoint a “responsible adult” to make educational decisions for the youth. *WIC §§ 361(a), 366(a)(1)(C), 726(b)*. The California Rules of Court refer to this person as an “educational representative”. *CRC 5.502(13), 5.650(b)*. The appointment must be made regardless of whether the youth has been identified as needing special education or other services.
6. If the Juvenile Court is unable to locate a responsible adult for the child, and the child has either been referred to the Local Education Agency for special education or has an active IEP, the court shall refer the child to the Local Education Agency for appointment of an Educational Surrogate Parent using form JV-535 and JV-536. *WIC §§ 361(a), 726(b), GC § 7579.5-6(a), CRC 5.650(b)*.
7. The Juvenile Court will provide a copy of the JV-535 once judgment is entered, to SCOE, the District Educational Liaison and the appropriate Placing Agency, the youth's attorney and CASA, if assigned, and other parties.
8. If the Juvenile Court has requested that the Local Education Agency designate a responsible adult, the Juvenile Court will provide a copy of the JV 535 and JV-536, to the LEA Local Educational Agency. The LEA will provide a response to the JV-535 and JV-536 to SCOE upon issuance of the JV-535.
9. If a youth needs a new educational representative to be appointed by the Juvenile Court, the youth’s attorney may request a hearing using form JV-539. *CRC 5.650(d)(4), (g)(2)*. At any time, anyone with an interest in the child may ask the Juvenile Court to limit or transfer educational rights by submitting a JV-180 form and a JV-535 form to the Court’s clerk. *WIC § 388*.
10. In determining the most appropriate court action on behalf of a youth, the Juvenile Court will take into consideration the current educational placement of the child and the impact of any decision on that educational placement.
11. If educational rights have been limited, and the option of a court-appointed or LEA-appointed decision maker is not available, the Juvenile Court itself may make educational decisions for the youth with the input of any interested person. *WIC §§ 319(g)(2), 361(a), CRC 5.650(b)*.
12. Juvenile Court shares responsibility with other Participants to work together to ensure that foster youth achieve educational success. *EC § 48850(a)(1)*.
13. Juvenile Court Judges must require case plans, assessments and permanency plans that:
 - a. Address the youth's educational entitlements and how those entitlements are being satisfied;
 - b. Obtain information to assist the court in deciding whether the parent/guardian's educational rights should be limited; and
 - c. Provide information regarding whether the school has met its obligation to provide educational services to the youth.
14. The Presiding Juvenile Court Judge or his/her designee shall sit on the FYS Advisory Committee (Foster Youth Education Project).
15. The youth’s attorney must discuss any proposed school change with the child and the child’s education rights-holder, as appropriate, and may request a

hearing on the proposed change. The educational rights-holder also may request a hearing. *CRC 5.651(e)(2)*.

16. If there is a hearing request, the social worker or probation officer must provide a report on the proposed change within two court days, and the hearing must be held within seven calendar days. Pending a hearing, the youth has a right to remain in his or her current school. *CRC 5.651(s)(2)-(4)*.

F. Responsibility of the Community Partners

1. Community Partners will ensure prompt communication to Placing Agencies in the event that a student's attendance has been or will be interrupted.
2. Community Partners will work with Placing Agencies to ensure foster youth are able to maintain stable school placements.
3. Community Partners will ensure that youth placed in their care will have access to available academic resources, services, extracurricular and enrichment activities. *AB490 Sec. 3, EC §§ 48850(a), 48853(g)*.
4. Upon recommendation of youth's counsel, and in cases where a representative from youth's counsel firm is not available to act as educational rights holder for children placed in permanent planning as a ward or dependent of the court, the court can appoint the foster parents, including a relative or non-related extended family members (NREFM), as the educational rights holder for the child and specifically limit the educational rights of the parent or guardian. The foster parent or NREFM can then consent to Individualized Education Programs (IEP) and related services.

V. PERIOD OF AGREEMENT

This Agreement will be effective beginning on December 2008, and its amendment on January 1, 2013, and shall be reviewed when new legislation is introduced and agency procedures change. Amendments to the Agreement are presented and approved at the FYEP Advisory Committee meeting for modifications and legal compliance.

VI. FOSTER YOUTH SERVICES ADVISORY COMMITTEE

Minor procedural adjustments, as necessitated by this Agreement, will be resolved through the FYEP Advisory Committee. All Participants are permitted to have a representative on the committee.

Minor procedural adjustments do not include the resolution of specific issues involving individual youth (refer to resolution of disputes). Minor procedural adjustments within departments, agencies or organization that do not impact the outcomes of this Agreement may

be made without consultation or resolution through the FYEP.

The FYEP will maintain a sub-group, of the Resolution Council, for the purposes of assisting Participants in resolving conflict relative to this Agreement.

VII. CONFIDENTIALITY

All Participants will allow for the release of information between each other for the sole purpose of meeting the educational needs of foster youth and shall not share with others or use for any other purpose. All Participants will ensure that records pertaining to foster youth will only be accessible to individuals directly involved in securing services and educational arrangements. All Participants will sign an Oath of Confidentiality, as an attachment to this Agreement, which defines appropriate and authorized use of information.

Participants involved in multi-disciplinary team meetings convened to discuss, plan for and resolve individual student circumstances shall receive training and certification in Confidentiality in Multi-Disciplinary Teams (MDT). The MDT meetings shall be convened in accordance with applicable law and information exchanged during the course of the meeting shall not be released or used for any other purpose.

VIII. OWNERSHIP OF RECORDS

All Participants retain ownership of any records that they maintain or produce. Reports created utilizing data from individual Participant records, which are utilized to validate achieved Solano County outcomes, will be the joint ownership of all Participants.

IX. COMPENSATION/ COSTS

There will be no direct compensation or cost associated with this Agreement to any Participant.

All Participants agree to work together to maximize Federal funding, whenever possible, and if disputes arise involving the funding of services to foster youth, that agencies will seek to quickly resolve through the dispute process outlined below.

X. RESOLUTION OF DISPUTES

In an effort to ensure that educational activities for foster youth are not negatively impacted by disputes between Participants, all Participants agree to actively engage in the resolution of disputes.

In the event that a dispute between Participants cannot be resolved within 2 business days, the issue will be brought forward to the Resolution Council, a sub-group of the FYEP Advisory Committee. All Participants agree to abide by the consensus decision of the Resolution Council. In addition, all Participants in dispute agree not to implement changes, transfers, or plans prior to a resolution being approved by the Resolution Council. All decisions by the Resolution

Council will be made in accordance with applicable law, this Agreement and community or state precedence, as appropriate.

The Resolution Council will include the Foster Youth Services Coordinator and be comprised of two representatives from Placing Agencies, county youth advocate, two school district representatives and two Community Partners. If a Participant other than those currently in representation has a dispute to bring before the Council, they may include up to two of their own representatives in the consensus agreement at that scheduled meeting. If, at any time, the Council is unable to reach consensus, the dispute will immediately be elevated to involved agency or community administrators or directors for an expedient resolution.

Upon request, a Resolution Council meeting will occur in no later than 2 business days. Meetings may take place in person or by telephone conference. All Resolution Council members will ensure that the Foster Youth Services Coordinator is kept up to date on their contact information. Resolution Council members agree to be active participants in the FYEP.

The Foster Youth Services Coordinator is responsible for keeping the Resolution Council members updated on any changes in laws or legislation related to the AB 490, 2004 as it relates to this Agreement. The Foster Youth Services Coordinator will retain minutes of all disputes presented to the Resolution Council, including the consensus outcome. The Foster Youth Services Coordinator will report a summary of resolved disputes at FYEP Advisory Committee meeting.

XI. MEASUREMENT

All Participants agree to provide any data that is essential to confirm the effectiveness of this Agreement and for the completion of required reports to the State.

XII. INDEMNIFICATION

Each Participant agrees to defend and indemnify the other Participant's, their directors, officers, agents and employees, from any and all claims, demands, damages and other liability, including costs and attorneys' fees, resulting from or arising out of its performance and/or non-performance under this Agreement, performance and/or nonperformance of its duties and responsibilities under this Agreement, and any other negligent act or omission of its directors, officers, agents or employees.

XIII. ADDITIONAL PARTIES TO AGREEMENT

During the implementation period and the term of this Agreement, additional Participants can be added as they are identified in the community. Additional Participants must fall under a category, which already exist, in the Delineation of Responsibilities and agree to all

aspects of those responsibilities and all terms of this Agreement as written. Additional Participants must sign a signature addendum and an oath of confidentiality. The decision to include Additional Participants will be made by the concurrence of the Juvenile Court Presiding Judge and the representatives from the Solano County Office of Education, Child Welfare Services, and Probation.

XIV. ENTIRE AGREEMENT

This Agreement represents the entire Agreement and understandings of the Participants hereto and no prior writings, conversations or representations of any nature shall be deemed to vary the provisions hereof. This Agreement may not be amended in anyway, except to add parties, without the written agreement of all the parties.

IN WITNESS WHEREOF, the Participants hereto have caused this Agreement to be duly executed, such Participants acting by their representatives being thereunto duly authorized. Only one authorized signature per Participant is required to validate Agreement.

OATH OF CONFIDENTIALITY

All Participants, signing this oath:

- Agree to sign this Oath of Confidentiality on behalf of themselves, as well as their agency, department or organization and have the authority to do so.
- Agree not to divulge any information concerning any record without proper authorization in accordance with state and federal law and interagency agreements.
- Recognize that any discussion of or release of information concerning records to any unauthorized person is forbidden and may be grounds for legal and/or disciplinary action.
- Understand they will have access to confidential information required for determining needs and services for children under the jurisdiction of the Juvenile Court.
- Agree that all discussions, deliberations, records, and information gathered or maintained in connection with these activities shall not be disclosed to any unauthorized person.
- Agree that records related to themselves, friends, business relations, or personal acquaintances will not be accessed.
- Agree to immediately resolve any conflicts of interest, as related to the access of records, as soon as the situation is known.
- Understand that unauthorized release of confidential information is a misdemeanor under WIC §§ 827 or 10850, and could result in criminal or civil liabilities.

Signatories to Agreement and Oath of Confidentiality

Signatory	Page
Board of Supervisor.....	16
Solano County Superintendent of Schools	16
Superior Court of California, County of Solano County.....	16
Solano County Health and Social Services.....	16
Local Education Agencies	17
Solano County Special Education Local Plan Area (SELPA)	18
Vallejo City Unified School District Special Education Local Plan Area (SELPA)	18
Solano County Health and Social Services – Child Welfare Services (CWS)	19
Solano County Probation Department	19
Court Appointed Special Advocates of Solano County.....	19
Solano County Office of the Public Defender	19
Stahnke and Associates Legal Services for Children.	20
Solano County Foster Parent Association	20
Solano County Health and Social Services – Mental Health Division.....	20
First 5 Commission of Solano	20
Solano Community College	21

Signatories to Agreement and Oath of Confidentiality

IN WITNESS WHEREOF, the parties hereto after have caused this Agreement to be duly executed, such parties acting by their representatives being thereunto duly authorized.

BOARD OF SUPERVISORS
Chair

SOLANO COUNTY SUPERINTENDENT OF
SCHOOLS

By (Authorized Signature)

By (Authorized Signature)

John Silva

Dee Alarcón

Name (Type or Print)

Name (Type or Print)

Chair, Solano County Board of Supervisors
Title

Superintendent of Schools
Title

11/4/08

11/12/08

Date

Date

SUPERIOR COURT OF CALIFORNIA,
COUNTY OF SOLANO COUNTY

SOLANO COUNTY HEALTH AND SOCIAL
SERVICES

By (Authorized Signature)

By (Authorized Signature)

Garry T. Ichikawa

Patrick O. Duterte

Name (Type or Print)

Name (Type or Print)

Chair, Solano County Board of Supervisors
Title

Director
Title

10/30/08

Date

Date

Signatories to Agreement and Oath of Confidentiality

LOCAL EDUCATION AGENCIES

LEA – BENICIA UNIFIED SCHOOL DISTRICT
SUPERINTENDENT

By (Authorized Signature)

Janice Adams

Name (Type or Print)

Superintendent

Title

Date

LEA – DIXON UNIFIED SCHOOL DISTRICT
SUPERINTENDENT

By (Authorized Signature)

Roger Halberg

Name (Type or Print)

Superintendent, Interim

Title

4/20/09

Date

LEA – FAIRFIELD-SUISUN UNIFIED SCHOOL
DISTRICT SUPERINTENDENT

By (Authorized Signature)

Jacki Cottingim-Dias, Ph.D.

Name (Type or Print)

Superintendent

Title

1/20/09

Date

LEA – TRAVIS UNIFIED SCHOOL DISTRICT
SUPERINTENDENT

By (Authorized Signature)

Kate Wren Gavlak

Name (Type or Print)

Superintendent

Title

Date

Signatories to Agreement and Oath of Confidentiality

LEA – VACAVILLE UNIFIED SCHOOL
DISTRICT SUPERINTENDENT

LEA - VALLEJO CITY UNIFIED SCHOOL
DISTRICT SUPERINTENDENT

By (Authorized Signature)

By (Authorized Signature)

John Aycock

Mary M. bull, Ph.D.

Name (Type or Print)

Name (Type or Print)

Superintendent

Superintendent

Title

Title

11/21/08

1/26/09

Date

Date

SPECIAL EDUCATION LOCAL PLAN AREA

SOLANO COUNTY SPECIAL EDUCATION
LOCAL PLAN AREA (SELPA)

VALLEJO CITY UNIFIED SCHOOL DISTRICT
SPECIAL EDUCATION LOCAL PLAN AREA
(SELPA)

By (Authorized Signature)

By (Authorized Signature)

Sam Neustadt

Kay Altizer

Name (Type or Print)

Name (Type or Print)

Assistant Superintendent SELPA

Director, Special Education

Title

Title

Date

2/12/09

Date

Signatories to Agreement and Oath of Confidentiality

PLACING AGENCIES

SOLANO COUNTY HEALTH AND SOCIAL SERVICES - CHILD WELFARE SERVICES (CWS)

SOLANO COUNTY PROBATION DEPARTMENT

By (Authorized Signature)

By (Authorized Signature)

Linda Orrante

Isabelle J. Voit

Name (Type or Print)

Name (Type or Print)

Deputy Director, Child Welfare Services

Title

Chief Probation Officer

Title

10/29/08

10/28/08

Date

Date

COMMUNITY PARTNERS

COURT APPOINTED SPECIAL ADVOCATES OF SOLANO COUNTY

SOLANO COUNTY OFFICE OF THE PUBLIC DEFENDER

By (Authorized Signature)

By (Authorized Signature)

Maria Moses

Jeffrey E. Thoma

Name (Type or Print)

Name (Type or Print)

Executive Director

Title

Solano County Public Defender

Title

10/15/08

10/15/08

Date

Date

Signatories to Agreement and Oath of Confidentiality

STAHNKE AND ASSOCIATES LEGAL
SERVICES FOR CHILDREN

SOLANO COUNTY OFFICE OF THE
PUBLIC DEFENDER

By (Authorized Signature)

By (Authorized Signature)

Kathryn C. Stahnke

Sheri Justice-Cook

Name (Type or Print)

Name (Type or Print)

Attorney for Minor Children

President

Title

Title

10/15/08

10/15/08

Date

Date

SOLANO COUNTY DEPARTMENT OF
HEALTH AND SOCIAL SERVICES – MENTAL
HEALTH DIVISION

FIRST 5 SOLANO CHILDREN AND FAMILIES
COMMISSION

By (Authorized Signature)

By (Authorized Signature)

Mike Opredek

Christina Arrostuto

Name (Type or Print)

Name (Type or Print)

Director, Mental Health Division

Executive Director

Title

Title

12/9/08

9/28/09

Date

Date

Signatories to Agreement and Oath of Confidentiality

SOLANO COMMUNITY COLLEGE

By (Authorized Signature)

Jowel C. Laguerre, Ph. D.

Name (Type or Print)

Superintendent/President

Title

Date

Appendix to Agreement

Document	Page
Solano County Resolution Council Members	23
Forms and Charts.....	25
Guidelines for Determining What is in the Best Interest of the Child	28
Determining Feasibility for Placement in the School of Origin	29
Dispute Resolution Flow Chart	31
Homeless and Foster Program Definitions.....	32
Transportation Decision Flow Chart.....	33
Countywide District McKinney-Vento Flow Chart.....	35
Countywide District Referral ER Foster Care Form.....	36
CWS Travel Reimbursement Flow Chart	37
Placement Change Notification Form	38
Fax Notification of Placement Change.....	39
School Change Notification.....	40
AB 490 Notification Residential Placement Change Form	41
Records Request Form	42
Transitional Case Management Form	43
UpgrAde Tutoring Request Form	44
Appointment of Educational Representative	47
Individual Education Plan Process and Timeline	48
Individual Excused Court Activity Absence	49
Juvenile California Counsel Form JV-535	50
Juvenile California Counsel Form JV-536	53
Standing Court Order 2011-006.....	55
Legislation Summary.....	59
Glossary of Terms	62

Solano County Resolution Council Members

As of November 2012

<p><u>Foster Youth Services</u></p> <p>Solano County Office of Education</p>	<p>Becky Cruz, MSW Program Manager, Educational Liaison Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(707) 399-4855 (707) 421-2745 bcruz@solanocoe.net 2460 Clay Bank Road Fairfield, CA 94533</p>
<p><u>Placing Agency</u></p> <p>Solano County Department of Health and Social Services - Child Welfare Services</p>	<p>Katherine Kellum Interim Manger Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(707) 784-8423 (707) 421-7709 kkellum@SolanoCounty.com 275 Beck Avenue Fairfield, CA 94534</p>
<p><u>Placing Agency</u></p> <p>Solano County Probation Department</p>	<p>Donna Robinson Probation Services Manager Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(707) 784-7614 (707) 784-7868 dlobinson@solanocounty.com 475 Union Avenue Fairfield, CA 94533</p>
<p><u>Local Education Agency (LEA)</u></p> <p>Vacaville Unified School District</p>	<p>Nicola Parr Director Student Support Services Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(707) 453-6136 (707) 453-6135 nicolap@vacavilleusd.org 751 School Street Vacaville, CA 95688</p>
<p><u>Local Education Agency (LEA)</u></p> <p>Travis Unified School District</p>	<p>Vincent Ruiz Coordinator Student Support Services Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(707) 437-2070 (707) 437-8254 vruiz@travisusd.k12.ca.us 2751 DeRonde Drive Fairfield, CA 94533</p>

Solano County Resolution Council Members

<p><u>Community Organization</u></p> <p>Court Appointed Special Advocates of Solano County</p>	<p>Candy Pierce Executive Director, CASA</p> <p>Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(707) 434-0346 (707) 434-0244 cpierce@casasolano.org 600 Union Avenue, Suite 204 Fairfield, CA 94533</p>
<p><u>Community Organization</u></p> <p>Foster A Dream</p>	<p>Tamara Earl Program Director</p> <p>Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(925) 288-0200 (925) 228-0202 tamara@fosteradream.org 628 Escobar Street Martinez, CA 94553</p>
<p><u>Solano County Youth Advocate</u></p>	<p>Blanca Guerra Youth Advocate</p> <p>Office</p> <p>Fax</p> <p>E-Mail</p> <p>Mailing Address</p>	<p>(707) 784-8298 (707) 421-7709 bcguerra@solanocounty.com 275 Beck Avenue, MS-5-230 Fairfield, CA 94533</p>

Forms and Charts

The following pages contain copies of forms and flow charts that are used by Solano County to support our efforts to improve educational rights, stability, and permanency outcomes.

Title of Form or Chart	Agency Use	Brief Description
Guideline for Determining What is in the Best Interest of the Child/Youth	LEA, Placing Agency and Educational Rights Holder	This form can be used to assist with determining feasibility for placement of the child/youth in their school of origin.
Determining Feasibility for Placement in the School of Origin	LEA, Placing Agency and Educational Rights Holder	This form is designed to gather information to assist in determining if feasible and in best interest for child/youth to remain in their school of origin
Dispute Resolution Flow Chart	All	Flow Chart to assist with process of establishing school of origin and school placement. When school placement is not achieved through district process with an appeal the Resolution Council will assist with the process. If a resolution is not met the case is referred to the superintendent for resolution.
Homeless and Foster Program Definitions	All	To provide an understanding of federal and state legal language.
Transportation Flow Chart	All	A flow chart to assist with transportation questions.
Countywide District McKinney-Vento Flow Chart	Flow chart for County Contract Emergency Foster Home Agency	Once youth is placed in ER foster home the provider is to complete the countywide district referral form
Countywide District Referral ER Foster Care Form	For County Contract Emergency Foster Home Agency	Complete form and fax it to the district of school of origin for immediate processing for McKinney-Vento services.
CWS Travel Reimbursement Flow Chart	All agencies	A procedure reference to Child Welfare All County Letter

Forms and Charts

		process to accessing transportation funds.
Placement Change Notification Form	Child Welfare Services to SCOE FYS and County Contract ILSP provider	Within in 72 hours of a foster home placement change CWS will fax the notification to the SCOE FYS office for processing.
Fax Notification of Placement Change Solano County Probation	Solano County Probation Foster Care to SCOE FYS	Within in 72 hours of a foster home placement change Probation will fax the notification to the SCOE FYS office for processing.
School Change Notification	Placing Agency to SCOE FYS	Within 24 hours of determination that a residential placement change may result in a change of school notification. If residential placement change impedes a student with an IEP, a 10 day advance notice is provided to SCOE FYS to assist with facilitating the information to SELPA.
AB 490 Notification Residential Placement Change Form	SCOE FYS to District and County Educational Liaisons	Once SCOE FYS receives a CWS placement change notification this form is faxed to the district liaison of school of origin within 24 hours (72 if falls on a Friday or weekend).
Records Request Form	SCOE FYS to Schools	SCOE FYS request for foster youth academic records.
Transitional Case Management Referral Form	All agencies (including LEA's) to SCOE FYS	Referral form to request case management services from SCOE FYS.
UpgrAge Foster Youth Tutoring Request Form	All agencies, LEA's, foster parents, and foster youth	To request supplemental tutoring services for out-of-home placed youth.
Appointment of Educational	All	This form is created by Solano County SELPA for parents or a

Forms and Charts

Representative		student of majority age to delegate education responsibility.
Individual Education Program Process and Timeline	All	This is a flow chart of the IEP process and time line.
Individual Excused Court Activity Absence	Superior Court of California County of Solano to LEA	To be complete by the Judicial Assistant to be presented to the youth before returning to school to show as evidence of a court ordered activity for an excused school absence.
Juvenile California Counsel Form JV-535	Juvenile Dependency Court to SCOE FYS and LEA/District Educational Liaison	Finding orders of the court to limit parental educational rights whereas an appointed person has been named on the court form. If a person is not identified the court will request the LEA to identify an educational surrogate parent.
Juvenile California Counsel Form JV-536	LEA/District Educational Liaison to Juvenile Dependency Court	LEA response form to the courts request to identify an educational surrogate parent.
Standing Court Order # 2011-006	All	Standing court order allowing Exchange and release of juvenile records to be used in the Solano Countywide Foster Youth Services Program.
Legislation Summary	All	A resource sheet that identifies codes per legislation.

GUIDELINE FOR DETERMINING WHAT IS IN THE BEST INTEREST OF THE CHILD/YOUTH

To the extent feasible, a homeless child/youth should be allowed to stay in their school of origin unless otherwise contrary to the wishes of the child/youth, parent, guardian or person holding the educational rights of the child/youth. EC §§ 48850(a),48853(g)

Information to take into consideration:

- The age of the child/youth
- The distance/time of the commute and what impact that might have on the student's education
- Personal safety
- A student's need for special instruction
- The length of anticipated stay in a temporary shelter or other temporary location
- The time of the school year

No decision regarding best interest can be made without consulting all parties involved, including the child/youth.

Questions should include, but not be limited to:

- What special programs or activities will be impacted by a move to a different district?
- Will the additional time required for transportation negatively impact the participation in or the potential participation in extracurricular or enrichment activities?
- What schools do siblings attend?
- If seeking reunification with a parent(s) or guardian(s) is the living arrangement of the parent or guardian considered permanent?

Best Practices – when possible, appropriate and in the best interest of the child/youth

1. Placing Agencies will attempt to place a child in the same school district.
2. Children/Youth do not have their education placement changed when there is less than 60 days left in a school year.
3. Youth who are planning on graduation in the current school year do not have their education placement changed when there is less than 90 days left in the school year.
4. Children/Youth have their educational placement in the same school district as the parent/guardian with whom reunification is actively being sought.

DETERMINING FEASIBILITY FOR PLACEMENT IN THE SCHOOL OF ORIGIN

To be completed by: Educational Rights Holder, School of Origin and Placing Agency.
Other's that may have pertinent information that can affect the youth educational needs are: youth,
 parent, teacher, counselor, and other _____.

Date: _____ Student's Legal Name _____

School _____ District _____

School District Foster Care Liaison _____

1. How old is the youth? _____
2. How close is it to the end of the school year / semester? _____
3. Has the youth been participating in special programs in the school of origin such as gifted, bilingual, or intervention programs? Yes _____ No _____.

If Yes, are these programs also available at the school of residence? Yes _____ No _____

If Yes, list programs: _____

-
4. Is the youth under school / district expulsion orders? Yes _____ No _____
 5. Are there specific people in the school of origin who have been providing support or assistance to the youth? Yes _____ No _____. If Yes, who?

6. How long did the youth attend the school of origin? _____

7. Were meaningful social and educational relationships established? Yes _____ No _____

If Yes, what were they? _____

8. Is the youth on a path to reunification? Yes _____ No _____ If Yes, would a change of schools place the youth in the same school district within which the parent or guardian resides? Yes _____ No _____

9. What school(s) do the sibling(s) attend? _____

10. What is the anticipated duration before the move to the new residence? _____

DETERMINING FEASIBILITY FOR PLACEMENT IN THE SCHOOL OF ORIGIN

11. Are the school of origin and the school of residence in the same or different public school districts? Same _____ Different _____
12. Is there transportation available back to the school of origin? Yes _____ No _____ If not, can it be arranged? Yes _____ No _____
13. What is the distance and estimated travel time from the new residence to the school of origin? Distance _____ Estimated travel time _____
14. What impact would a move have on education, extracurricular activities and enrichment activities? _____

15. Would the personal safety of the youth (at home or school) be affected one way or the other? Yes _____ No _____ If Yes, in what way? _____

16. What is the opinion of other responsible adults in the youth's life regarding school placement? _____

17. What is the youth's input on his/her school placement preference: _____

18. Additional Information: _____

Sent to the person holding educational rights on: _____

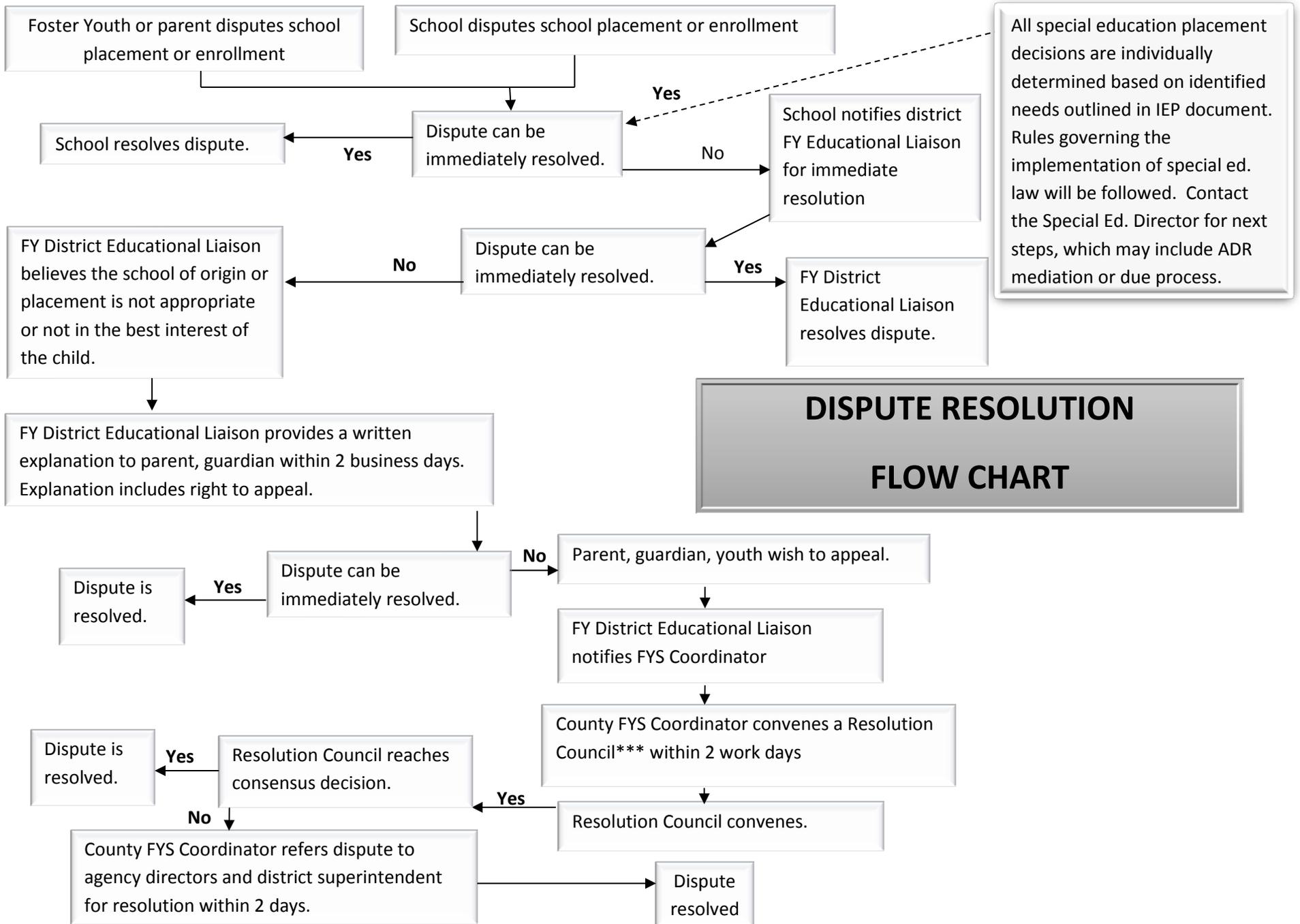
Sent to the placing agency on: _____

Signature of person preparing this document: _____

Print name of person preparing this document: _____

General Education

Special Education



All special education placement decisions are individually determined based on identified needs outlined in IEP document. Rules governing the implementation of special ed. law will be followed. Contact the Special Ed. Director for next steps, which may include ADR mediation or due process.

DISPUTE RESOLUTION FLOW CHART

HOMELESS AND FOSTER PROGRAM DEFINITIONS

<p><u>Homeless child/youth</u></p>	<p>Lack a fixed, regular, and adequate nighttime residence.</p> <p>Youth living in emergency or transitional shelters or are waiting foster care placement. M-V Sec. 725(2)(B)(ii)</p>
<p><u>Emergency Shelter</u> Emergency Shelters may be licensed shelter facilities, licensed shelter homes or relative/non-relative extended family member homes. Foster youth or other youth in emergency shelter are considered homeless under McKinney Vento.</p>	<p>“Emergency Shelter” care means the provision of a protective environment for a child who must be immediately removed, pursuant to WIC Sec 300, from his/her own home or current foster care placement, and who cannot be immediately returned to his/her own home or foster care placement”. CDSS Manual of Policy and Procedures, CWS Manual, Div 31, 31-002(e)(11)</p>
<p><u>Transitional Shelter</u> May also be referred to as an Emergency Placement and may be in the form of any residence listed under emergency shelter. Foster youth or other youth in a transitional shelter are considered homeless under McKinney Vento</p>	<p>A protective environment utilized for emergency shelter care, which occurs between foster care placements, while awaiting a reassessment of the child/youth’s case plan and acquiring a regular residence/foster care home.</p>
<p><u>Foster Care Placement</u> Includes Foster Family homes, Foster Family Agencies (FFA), Relative or non-related Extended Family member home or group home. Youth in foster care placement are considered to be permanently housed and do not qualify as homeless under McKinney Vento.</p>	<p>A placement made in the provision of a placing agency’s child specific case plan, with the intent of providing a stable and consistent residence in the process of achieving permanency.</p>
<p><i>In 2012, Solano County CWS began utilizing an Emergency (ER) Foster Home placement process. Youth that are placed in the ER foster homes are eligible for supplemental services via McKinney-Vento as they are awaiting foster care placement. M-V Sec. 725(2)(B)(ii)</i></p>	

Transportation Decision Flow Chart

Table One:

Determining the applicable rule of law for students placed out of their district of origin

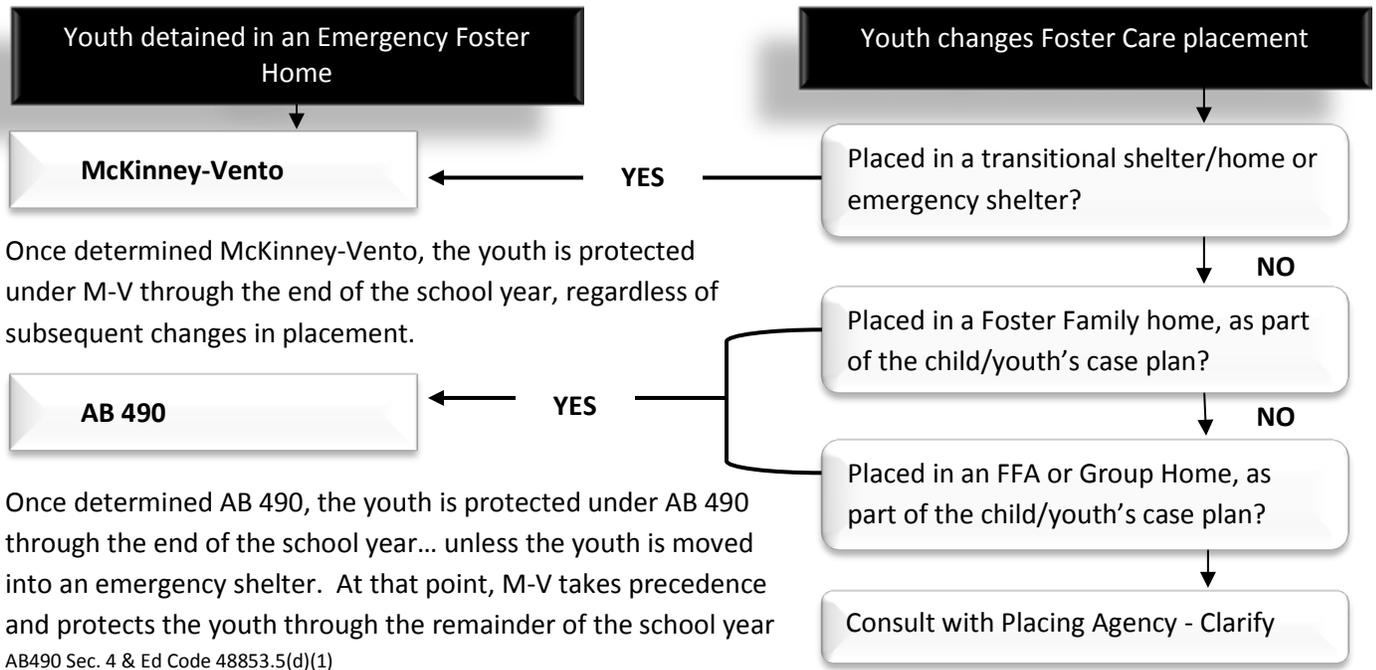


Table Two:

Determining community and agency responsibilities for students who have been moved (initial or subsequent) by a placing agency into a different school district.

School of Origin: “The school the foster child attended when permanently housed or the school in which the foster child was last enrolled. If the school the foster child attended when permanently housed is different from the school in which the foster child was last enrolled, or if there is some other school that the foster child attended with which the foster child is connected, the liaison, in consultation with and the agreement of the foster child and the person holding the right to make educational decisions for the foster child, shall determine in the best interest of the foster child, the school that shall be deemed the school of origin.”
EC48853.5(e)

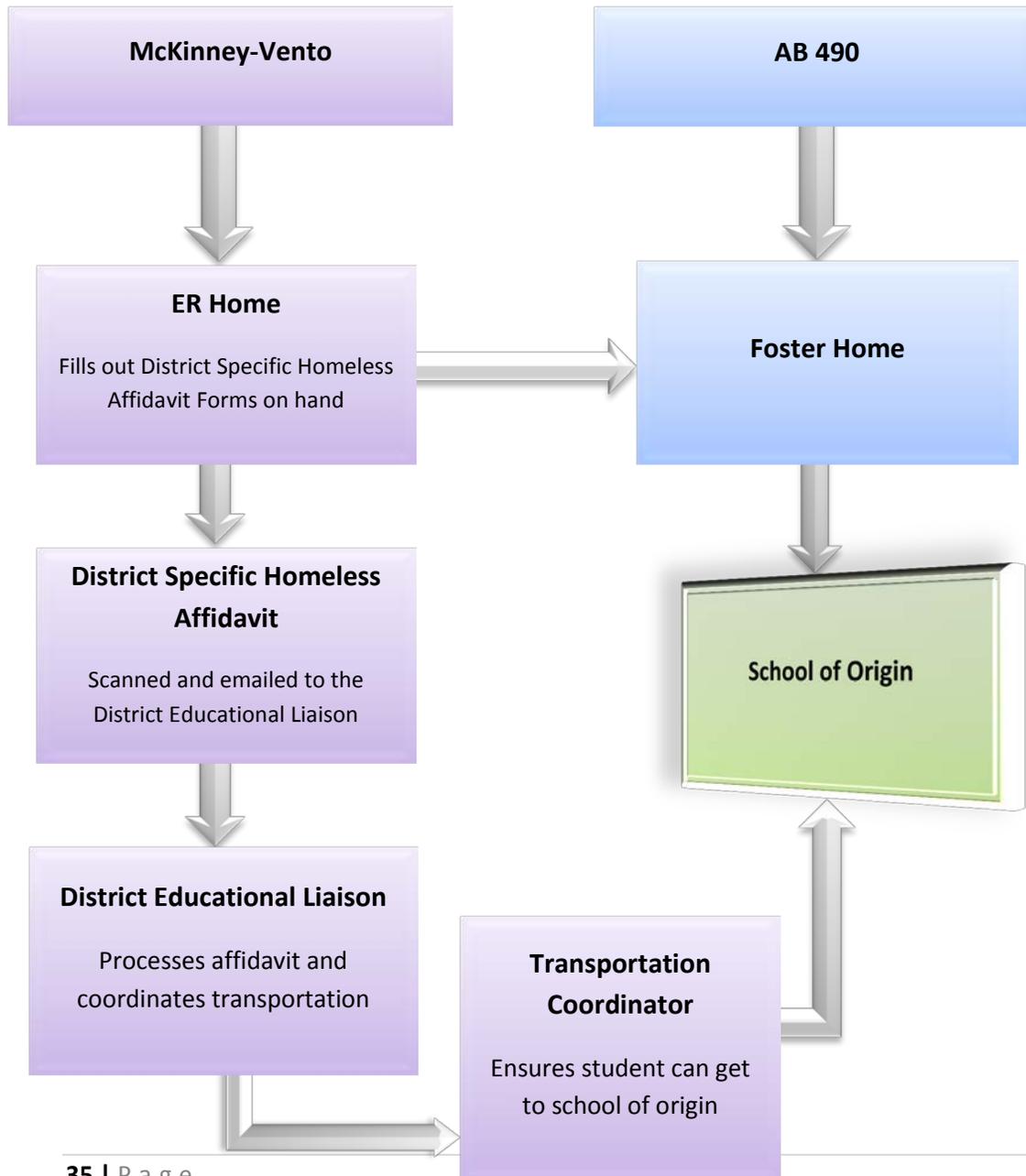
County Agreement: In the absence of clear direction in AB490 in regards to transportation, this interagency agreement will be used to strengthen our County’s capacity to provide educational stability in accordance with legislative intent pending further clarification from the State or Federal government.

Youth that are placed in the ER foster homes are eligible for supplemental services via McKinney-Vento as they are awaiting foster care placement. M-V Sec. 725(2)(B)(ii)

		McKinney-Vento	AB 490
SCHOOL DISTRICTS	School District of Origin	<ul style="list-style-type: none"> • Coordinate transportation delivery with the school district of placement • Share equally in the responsibility to arrange and/or pay for transportation • Seek to maximize funding through grants and other funding • Participate equally with the district of placement in cost of transportation (Special rules may apply for Spec. Ed. Students) 	
			<ul style="list-style-type: none"> • If in Special Ed <u>and</u> the current IEP includes transportation school district of origin takes a lead role in the cost of transportation
	District of Placement	<ul style="list-style-type: none"> • Take the lead in developing and executing a transportation plan • Share equally in the responsibility to arrange and/or pay for transportation • Seek to maximize funding through grants and other funding • Participate equally with the school district of origin the cost of transportation (Special rules may apply for Spec. Ed. Students) 	
PLACING AGENCY		<ul style="list-style-type: none"> • Public Law 110-351 and AB 1933, require that educational planning for a child be coordinated between the responsible placement and educational agencies and the person holding the right to make educational decisions for the child to coordinate school transportation • The County has discretion in determining what is reasonable travel by examining factors such as distance and length of time the child will be traveling as part of the educational stability plan • Assist in the arrangements for transportation, as needed • Ensure case plans, assessments and permanency plans are submitted to the court with adequate information regarding transportation arrangements • Collaborate with school districts to ensure maximum utilization of available federal money, explore public-private partnerships, and access any funding sources potentially available to assist with educational stability • Provide for the cost of reasonable travel for the child to remain in the school in which the child is enrolled at the time of placement as an allowable foster care maintenance cost 	
COMMUNITY PARTNER		<ul style="list-style-type: none"> • Actively participate in problem-solving transportation issues • Utilize foster care payments, as appropriate, to assist with transportation services and cost (AB 490 only) 	
JUVENILE COURTS		<ul style="list-style-type: none"> • Before taking court actions, ensure consideration of the impact on the school educational placement • Ensure case plans, assessments and permanency plans are created to assist the foster child/youth to achieve educational success 	

Youth that are placed in the ER foster homes are eligible for supplemental services via McKinney-Vento as they are awaiting foster care placement.

COUNTYWIDE DISTRICT MCKINNEY-VENTO FLOW CHART



McKinney-Vento District Educational Liaisons

Benicia Unified School District
Linda Cole
Special Services Director
707-747-8300 ext. 1239
lc@beniciaunified.org

Dixon Unified School District
Elizabeth Connaughton
Director of Special Ed/Pupil Services
707-678-5582 ext. 8010
elizabeth.connaughton@dixonusd.org

Fairfield-Suisun Unified School District
Zoila Perez-Sanchez
Healthy Start Coordinator
707-438-2661
zoilap@fsusd.org

Travis Unified School District
Vincent Ruiz
Principal of Travis Elementary
707-437-2070 ext. 103
vruiz@travisusd.k12.ca.us

Vacaville Unified School District
Rae Ann Quinata
Administrative Secretary, Ed. Services
707-453-6137
raeannq@vacavilleusd.org

Vallejo City Unified School District
Phillip Shelley
School and Student Accountability Coordinator
707-556-8921 ext. 50160
pshelley@vallejo.k12.ca.us

Solano County Office of Education
Becky Cruz
Program Manager, Educational Liaison
707-399-4855
bcruz@solanocoe.net

COUNTYWIDE DISTRICT REFERRAL ER FOSTER CARE FORM

NOT TO BE COMPLETED BY CLIENT

Aldea ER Foster Home Referral



McKINNEY-VENTO REFERRAL FORM

Please fax, or email form to:
 District Homeless Educational Liaison
 Contact information is located on the flow chart

School Aged Children

Student Name	Date of Birth	Special Ed	School Enrolled	Grade	Gender
Sample		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> M <input type="checkbox"/> F
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> M <input type="checkbox"/> F
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> M <input type="checkbox"/> F

Non-School Aged Children

Student Name	Date of Birth	Special Ed	School Enrolled	Grade	Gender
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> M <input type="checkbox"/> F
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> M <input type="checkbox"/> F

Lives with:	Name	Address	Primary Contact Number	Ethnicity	Preferred Language
<input type="checkbox"/> Mother					
<input type="checkbox"/> Father					
<input type="checkbox"/> Other: (please specify)					

Parent Notified on _____

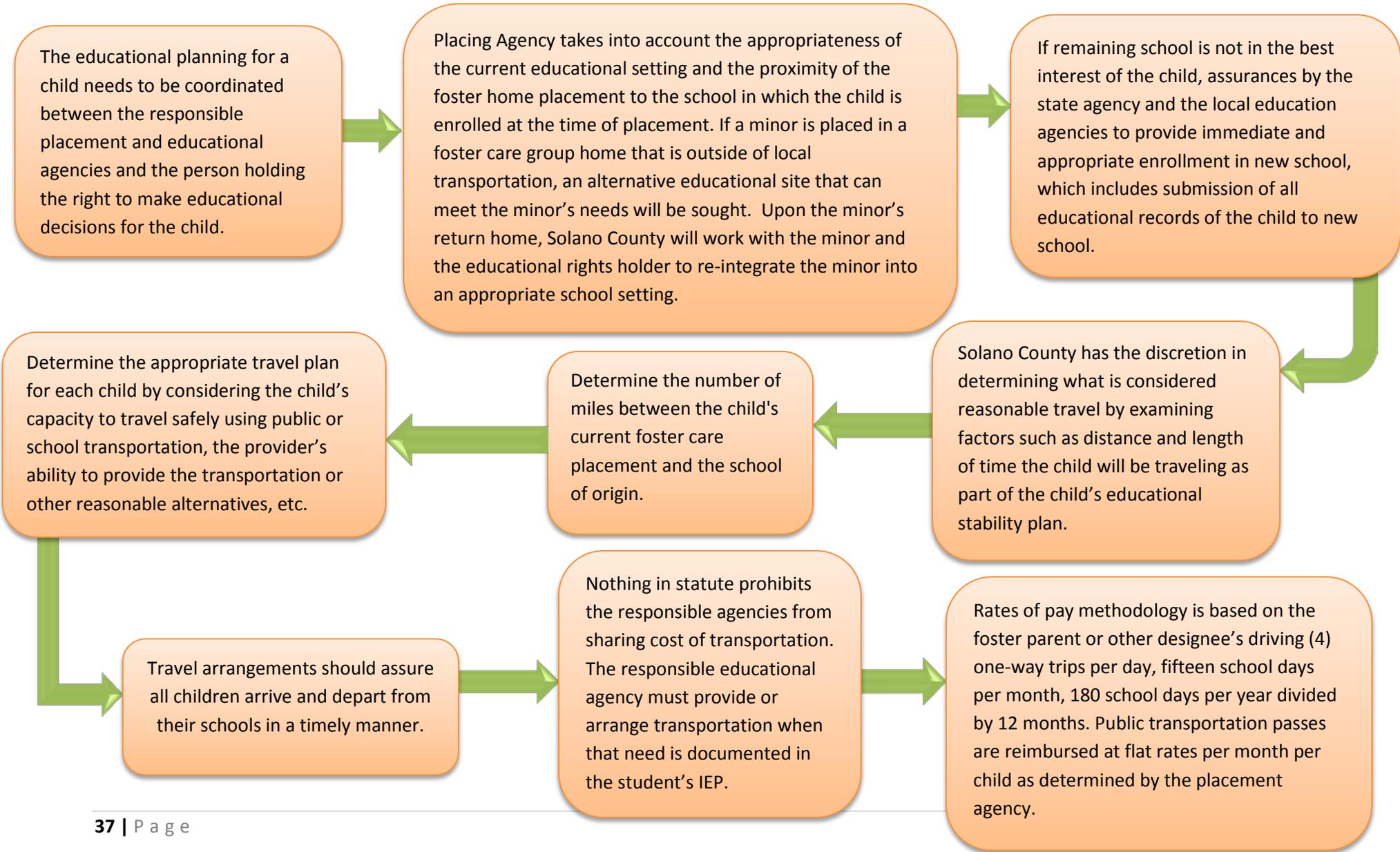
Services Checklist – Check All That Apply

Family/Student Living:	Support Services Needed:	Educational Related Services:	Family Assistance Needed:
<input type="checkbox"/> Double Up <input type="checkbox"/> Motel/Hotel <input type="checkbox"/> Shelter/Transitional Living Program <input type="checkbox"/> Unsheltered (e.g., cars, parks, etc.) <input type="checkbox"/> Awaiting Foster Care Placement <input type="checkbox"/> Runaway Child or Youth <input type="checkbox"/> Unknown	<input type="checkbox"/> Transportation <input type="checkbox"/> School Supplies <input type="checkbox"/> Help with Enrollment <input type="checkbox"/> Tutoring or Instructional Support <input type="checkbox"/> Counseling (individual or group) <input type="checkbox"/> Activity Fees <input type="checkbox"/> Special Education (list areas): _____ _____	<input type="checkbox"/> Gifted or Talented Programs <input type="checkbox"/> After-School Programs <input type="checkbox"/> Bilingual/ESL <input type="checkbox"/> School/Health Records <input type="checkbox"/> Safety Concerns <input type="checkbox"/> Truancy issues <input type="checkbox"/> Other (specify): _____ _____	<input type="checkbox"/> Health Services <input type="checkbox"/> Mental Health Services <input type="checkbox"/> Food and Clothing <input type="checkbox"/> Housing Support <input type="checkbox"/> Domestic Violence Support <input type="checkbox"/> Parent Education <input type="checkbox"/> Other (specify): _____ _____

<u>Referral Source:</u>	<u>Referred by:</u>	<u>Title/Agency:</u>	<u>Phone Number:</u>
-------------------------	---------------------	----------------------	----------------------

Comments:

CWS Travel Reimbursement Flow Chart



PLACEMENT CHANGE NOTIFICATION FORM

Solano County Health & Social Services Department

Mental Health Services
 Public Health Services
 Substance Abuse Services
 Older & Disabled Adult Services



Eligibility Services
 Employment Services
 Child Welfare Services
 Administrative Services

Patrick O. Duterte, Director

Child Welfare Services
 Linda S. Orrante, Deputy Director

PO Box 12000, MS 5-230, Vallejo, CA 94590-9000
 707-784-8331/FAX 707-421-7709

Sample

Date:	Distribution: <input type="checkbox"/> Minor's Attorney <input type="checkbox"/> Mental Health OA (Inter-Office Distribution, Fax Only) <input type="checkbox"/> Public Health Nurse OA (Inter-Office Distribution to include entire form) <input checked="" type="checkbox"/> Out-of-Home Placement Unit OA (Inter-Office Distribution to include entire form) <input checked="" type="checkbox"/> Placement Coordinator (Inter-Office Distribution to include entire form)	Distribution, if applicable: <input type="checkbox"/> First Place for Youth (For youth 15 ½ years and older) FAX # 430-4379 <input type="checkbox"/> SCOE – Becky Cruz (For School Aged Youth, approximately 5-18 years old) FAX # 421-2745
-------	--	--

Child Name: _____ DOB: _____ Gender: _____ Court #: _____	Social Worker: _____ Social Worker Phone: _____ Initial Placement: <input type="checkbox"/> Yes <input type="checkbox"/> No Re-entering: <input type="checkbox"/> Yes <input type="checkbox"/> No
---	---

OLD PLACEMENT INFORMATION

Confidential Placement Yes No

End Date: _____
 Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____ Alt. Phone: _____

Reason Removed/Change of Placement:

<input type="checkbox"/> Adoptive Placement Agreement Signed	<input type="checkbox"/> Inter county Transfer
<input type="checkbox"/> Child in Medical Facility	<input type="checkbox"/> Licensed Substitute Care Provider Moved
<input type="checkbox"/> Child Abducted	<input type="checkbox"/> Minor Mother needs to be placed w/child
<input type="checkbox"/> Child Refused Services	<input type="checkbox"/> Child adjudged 601/602
<input type="checkbox"/> Child Ran Away from Placement	<input type="checkbox"/> Child placed in foster care
<input type="checkbox"/> Complaint on Foster Home	<input type="checkbox"/> Placed with Guardian
<input type="checkbox"/> Child's Behavior	<input type="checkbox"/> Placed with Relative (Parent or other)
<input type="checkbox"/> Committed to State Hospital	<input type="checkbox"/> Placed with Parent
<input type="checkbox"/> Higher Level of Care Required	<input type="checkbox"/> Other: (Explanation required)
<input type="checkbox"/> Fost-Adopt Placement	
<input type="checkbox"/> Foster Home/Agency Request	
<input type="checkbox"/> Moved from Emergency Shelter	

If Applicable, AWOL Date: _____

NEW PLACEMENT INFORMATION

Confidential Placement Yes No

Start Date: _____
 Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____ Alt. Phone: _____

Placement Type:

<input type="checkbox"/> Voluntary	<input type="checkbox"/> Court Specified (By Name)
<input type="checkbox"/> Parent	<input type="checkbox"/> Adoptive Placement
<input type="checkbox"/> State Licensed Foster Family Home (FFH)	<input type="checkbox"/> ITFC
<input type="checkbox"/> FFA	<input type="checkbox"/> Wraparound
<input type="checkbox"/> Group Home	<input type="checkbox"/> Other:
<input type="checkbox"/> Small Fam Hm.	
<input type="checkbox"/> Relative	
<input type="checkbox"/> Non-Relative Extended Family (NREFM)	
<input type="checkbox"/> Non- Foster Care Placement	
<input type="checkbox"/> Guardian Home	
<input type="checkbox"/> Transitional Housing Program	
<input type="checkbox"/> Temporary Custody	

Payee Name: _____

OLD SCHOOL INFORMATION

Previous School Name: _____ Grade: _____
 District: _____ County: _____
 Leave Date: _____

Special Ed.: Yes No
 IEP Records Exist Yes No
 IEP, 504 plan eligible
 AB 3632 (26.5) eligible

If change in school placement, did the youth return school property and collect personal belongings:
 Yes No NA Unknown

NEW SCHOOL INFORMATION

Current School Name: _____ Grade: _____
 District: _____ County: _____
 Start Date: _____

Considered proximity to the school in which the child was enrolled at the time of placement

Holder of Educational Rights notified/involved with school placement change? Yes No



Fax Notification of Placement Change

Solano County Probation to SCOE FYS

Completed By: _____ Title: _____ Telephone #: _____ Date: _____

Please Fax to the SCOE FYS Coordinator at (707) 421-2745

Personal Information

Child Name: _____ **Sample** _____ Probation Officer: _____
AKA: _____ Telephone #: _____
DOB: _____
Gender: _____
Court #: _____

Previous Placement Information

Confidential Placement: Yes No
Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: _____ Alt. Phone: _____
End Date: _____
Placement Type:
 FFA Name: _____
 Group Home Name: _____
 Medical Facility Name: _____
 Kinship Court Specified
 Guardian with Dependent
 Removed from Parent/Guardian

If Applicable, AWOL Date: _____

Previous School Information

School Name: _____
District: _____
County: _____ **Sample** _____
Grade: _____
Start Date: _____
Leave Date: _____
Telephone #: _____

Current Placement Information

Confidential Placement: Yes No
Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: _____ Alt. Phone: _____
Start Date: _____
Placement Type:
 FFA Name: _____
 Group Home Name: _____
 Medical Facility Name: _____
 Kinship Court Specified
 Guardian with Dependent
 Returned to Parent/Guardian

Current School Information

Same as Previous: Yes, No
School Name: _____
District: _____
County: _____
Grade: _____

The information contained in the transmission may be confidential. It is intended only for the use of the individual to whom it is addressed. If you are not the intended recipient, or the employee or agency responsible for the intended recipient, you are hereby notified that any use, dissemination, distribution or copying of this communication is strictly prohibited. If you receive this facsimile in error, please immediately notify the sender by telephone (707) 399-4855.



Fax Completed Form to (707) 421-2745



Solano County Office of Education
Foster Youth Services

SCHOOL CHANGE NOTIFICATION

Confidential Information to Be Placed into Student's Cumulative File

To Be Completed by Placing Agency:

Please Check All that Apply

<input type="checkbox"/>	Within 24 hours of determining that a placement change may result in a change of school, the Placing Agency Staff must notify the court, child's attorney and educational representatives or surrogate parents. CRC 5.651(e)(1)(A)
<input type="checkbox"/>	If a child has an IEP, the Placing Agency Staff must provide written notice of the impending change of school to the current Local Education Agency and the receiving SELPA at least 10 days in advance . Placing Agency Staff will identify child's Educational Rights Holder/Surrogate and provide other relevant information that will be useful in implementing child's IEP. CRC 5.651(e)(1)(B), GC § 7579.1.
STUDENT'S LEGAL NAME: Sample DOB: _____ GRADE: _____	
LAST SCHOOL ATTENDED: _____ DISTRICT: _____	
NEW SCHOOL: _____ DISTRICT: _____	
FOSTER PARENT(S) NAME: _____ Telephone #: _____	
GROUP HOME: _____ Telephone #: _____	
DATE OF EXIT: _____ COUNTY OF ORIGIN: _____	
SOCIAL WORKER/PROBATION OFFICER NAME & PHONE NUMBER: _____ () _____ - _____	
Educational Right's Holder/Surrogate: _____ () _____ - _____	
REASON FOR WITHDRAWAL:	
Check One	
New Foster Home: <input type="checkbox"/> Graduated: <input type="checkbox"/> Ran Away/AWOL: <input type="checkbox"/> Reunified: <input type="checkbox"/>	
Other Reason: Sample State Reason _____	

WITHDRAWAL FORM

Date Faxed: _____

Sent By: _____

Within 48 Hours of Notice (per EC§ 48853), the following must be completed:

To Be Completed by School Designee:

➤ **INSTRUCTIONS:** This form should be completed by the date of student withdrawal. When complete, fax form and attachments to (1) NEW SCHOOL registrar/attendance personnel/designee **AND** (2) Child Welfare Services. Forward official records to the new school upon request.

When completed, FAX a copy of records A-G, where applicable.

- | | |
|---|---|
| A. Immunization Records | E. Psycho-educational Assessment Report |
| B. Unofficial Transcript or Report Card | F. Withdrawal Grades |
| C. Individualized Education Plan (IEP) | G. Attendance Record |
| D. 504 Accommodation Plan | |



AB 490 Notification RESIDENTIAL



PLACEMENT CHANGE FORM

CONFIDENTIAL INFORMATION

Please notify the appropriate school that a student has a new residential address.

The new home address may not reflect a school placement change.

Student Information

Date: _____

Student Name: _____ DOB: _____ Grade: _____

AKA/Alias: **Sample** _____

Name of Current Enrolled School: _____

Last School Attended: _____ Grade: _____

Address or City of Last School: _____

This home is identified as a **Confidential Placement**. Do not share the address information without prior approval from the placing agency.

New Caretaker Information

Foster Parent's Name: _____ Telephone #: _____

Address: **Sample** _____

FFA Name: _____ Telephone #: _____

Group Home Name: _____ Telephone #: _____

Social Worker/Probation Officer: _____ Telephone #: _____

Educational Support Services

Student Study Team (SST)..... Yes No Date of last SST: _____

504 Plan..... Yes No Date of last 504: _____

Individual Education Plan (IEP)..... Yes No Last IEP meeting: _____

Last Tri-Annual: _____ School: _____
Date

District and County: _____

Person Holding "Educational Rights": _____

Relationship: _____ Telephone: _____

(If parental Educational Rights have been limited, is there a copy of the JV-535 in the student's file?)

RECORDS REQUEST FORM



solano county office of education

Jay Speck, Superintendent of Schools

Golden Hills Education Center ★ 2460 Clay Bank Road, Fairfield, CA 94533 ★ 707.399.4855 ★
707.421.2745, Fax ★ www.solanocoe.net



Solano County Office of Education
Foster Youth Services

CONFIDENTIAL FAX

Date: _____ No. of Pages, incl. cover: _____

To: **Sample** _____ Fax: _____

From: _____

If transmission is not complete, call (707) 399-4855
To respond by FAX: (707) 421-2745

Our office assists in obtaining foster student information and records.

Please send the following information for student:

_____ *Name* _____ *Date of Birth*

School(s) attended: _____

- | | |
|--|---|
| <input type="checkbox"/> Immunization Records | <input type="checkbox"/> CA Standardized Test Scores |
| <input type="checkbox"/> Official Transcripts | <input type="checkbox"/> Start and Leave Dates |
| <input type="checkbox"/> Leaving Grades (Partial Credit Calculation) | <input type="checkbox"/> IEP Information (If applicable) |
| <input type="checkbox"/> Attendance Record | <input type="checkbox"/> 504 Accommodation Plan (If Applicable) |
| <input type="checkbox"/> Official Expulsion Letters | |
| <input type="checkbox"/> Itemized List of Fees/Books Owed | |
| <input type="checkbox"/> Other _____ | |

This information is requested pursuant to Welfare and Institutions Code section 827. Pursuant to Education Code 49069.5, this information should be transferred within two working days. Thank you very much!

The information herein transmitted is confidential and intended solely for the use of the individual or entity to whom it is addressed. If you have received this information in error, do not disseminate, distribute or copy it. Notify sender immediately, destroy this information and/or delete it from your system.



Transitional Case Management Referral Form

Date: _____ Referred by: _____ Title: _____

Student Name: _____ DOB: _____ SSID: _____ Gender _____

School Name: _____ District: _____ Grade: _____

SST: __504: __ Special Ed.: _____ Date of last IEP: _____ Last Tri-Annual: _____

IEP Case Manager: _____ Phone: _____ Email: _____

Currently Receiving Mental Health (private or county) Services: _____

Parent(s)/Caregiver(s): _____ Placement Type: _____

Address, City, Zip: _____

Work/Alt.#: _____ Email: _____

Probation Officer Social Worker Name: _____

Email: _____ Phone: _____

Placing County: _____ FFA Social Worker: _____

Email: _____ Phone: _____

CASA Name: _____ Phone: _____

Email: _____ Potential Leave Date (JDF): _____

REASON FOR REFERRAL (check all that apply)

- | | | |
|--------------------------------------|--|--|
| <input type="checkbox"/> Attendance | <input type="checkbox"/> Behavior/adjustment | <input type="checkbox"/> Academic Concerns |
| <input type="checkbox"/> Home/family | <input type="checkbox"/> Health | <input type="checkbox"/> Transition (ex: first time placed in care, new school, college Preparation) |
| <input type="checkbox"/> Other _____ | | |

EXPLAIN REASON

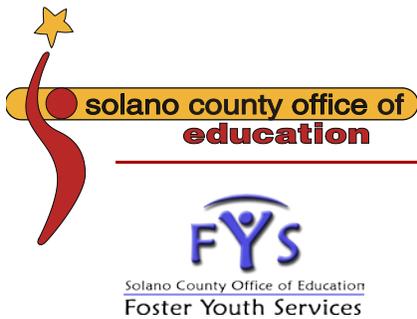
KNOWN INTERVENTIONS- (conducted by teacher, advocate, foster parent, social worker, probation officer, etc.) (check all that apply)

- | | | | | | |
|------------------------------|--------------------------------------|--|--|--|--|
| <input type="checkbox"/> SST | <input type="checkbox"/> SART | <input type="checkbox"/> Parent Conference | <input type="checkbox"/> Counseling | <input type="checkbox"/> Tutoring | <input type="checkbox"/> Peer Mentoring: |
| <input type="checkbox"/> TDM | <input type="checkbox"/> Interagency | <input type="checkbox"/> Extra Curricular/Community Activities | <input type="checkbox"/> Project Support PEI | <input type="checkbox"/> Bhx. Support Plan | |

Outcome:

IDENTIFIED AS AT RISK OF SCHOOL FAILURE DUE TO SOCIAL/EMOTIONAL ISSUES SUCH AS: (check all that apply)

- | | | |
|--|---|--|
| <input type="checkbox"/> Lack of social skills or emotional resiliency | <input type="checkbox"/> Loss of a parent | <input type="checkbox"/> Exposure to trauma |
| <input type="checkbox"/> Lack of stable housing | <input type="checkbox"/> Foster Care Transition | <input type="checkbox"/> Early signs of mental health concerns |



Jay Speck, Superintendent of Schools
★ 2460 Clay Bank Road, Fairfield, CA 94533
707.399.4855 ★ www.solanocoe.net

UpgrAde

2012 – 2013 Foster Youth Tutoring Request Form

The Solano County Office of Education (SCOE) Foster Youth Services (FYS) will refer youth to existing resources before UpgrAde direct support is provided. Youth will be required to participate in **SCOE FYS Tutoring Support Classes**. These classes will provide students with additional organizational skills, Cornell note taking (“C” notes) and study skills.

For each SCOE FYS Tutoring Support Class taken the student will be awarded up to 10 hours of tutoring. The contracted provider for this academic year is The Community College Foundation (TCCF). Tutors will reinforce the learned skills from the FYS Tutoring Support Classes during the tutoring sessions.

Caregiver Connection

In addition to students enrolling in the FYS Tutoring Support Classes the caregiver for the student will also need to take a **Caregiver Connection Class**. This class covers the material their student is learning in the FYS Tutoring Support Classes for reinforcement within the home environment. This class is also a pre-requisite for UpgrAde tutoring services.

FYS funding has been allocated to cover expenses for these services, at *no cost to you*. Space is *limited* for this academic year. All tutoring must be supported and a commitment must be received by the youth, caretaker, and the caseworker.

The Community College Foundation

Tutors provide one-on-one (or small-group in home, school, or library) educational services for all subjects and learning styles.

The Community College Foundation has been offering tutoring programs to foster, probation, and homeless youth throughout the state of California since 1996. These programs follow the same basic model; one-on-one tutoring individualized to meet the academic needs and learning style of each student taking place in the student’s most comfortable environment.

Academic assessments capture student performance necessary for developing learning objectives and instruction.

It is through a pre-assessment that we can determine what the youth needs academically. TCCF tutoring programs utilize the WRAT 4 (Wide Range Achievement Test) as their assessment tool as it gives grade level indicators along four separate dimensions.

TCCF has curriculum for academic skills support in language arts, mathematics, science, GED prep, and CAHSEE. The curriculum is made to fit the needs of each student. If a student tests at a lower level than the grade they currently work in, the tutor will start working at their current functioning level and work with the youth to get them back to



grade level, step by step. Curriculum also includes visual aids such as whiteboards, markers, paper, post-its, etc., as needed. Tutoring helps to fill learning gaps and helps one advance in a particular content area.

About the Tutors

Applicants must have completed at least 16 semester units with a GPA of 2.5 or higher in core classes. The majority of current tutors have their Bachelor's degrees, as well as extensive experience working with kids with diverse backgrounds. All candidates participate in an in person, one-on-one or group interview, and must pass DOJ and FBI background checks. Tutors meet with their Program Director once a week for on-going training and supervision.

In addition to individualized in-home tutoring, the UpgrAde tutoring program will provide supplemental homework help sessions. Students who have the skill base of classroom subject matter, but need assistance with putting their skills into practice, will receive homework help sessions. This is to allow for maximum support of academic achievement.

UpgrAde Student Eligibility Requirements

- Foster youth attending elementary, middle and high school and residing in a foster or group home in Solano County (excludes kinship foster homes).
- Students will need to have accessed existing tutoring services. If services offered through the school site or other off site programs are not currently available, or do not meet the student's educational needs, the student will be eligible for UpgrAde.
- The caregiver or responsible adult must be present during tutoring sessions conducted in the home.
- The caregiver and student must attend the organizational skills workshop and complete Caregiver Connection.
- Cancellation must be provided 24 hours in advance to the Youth Activities Specialist at (707) 399-4846 and direct notification must be made to the assigned tutor. *Services could be terminated without proper notification.*

Please complete the Tutor Request Form and fax to (707) 421-2745 or email to Rfloyd@solanocoe.net with "Foster Youth Tutoring Request" in the subject line. If you have any questions or concerns, feel free to call Rebecca Floyd, Youth Activities Specialist at (707) 399-4846. We look forward to helping your foster child's academic needs!



TUTOR REQUEST FORM

PLEASE FAX, EMAIL OR SEND FORM TO:

Solano County Office of Education
Foster Youth Services Program
2460 Clay Bank Road, Fairfield, CA 94533
Phone: (707) 399-4846, Fax: (707) 421-2745
rfloyd@solanocoe.net

ALL INFORMATION FIELDS MUST BE FILLED OUT. PLEASE DO NOT LEAVE FIELDS EMPTY.

Please Print Clearly

Date of Request: _____

Youth's Information

First Name: _____ Last Name: _____ Date of Birth: ___/___/___

School Currently Attending: _____ Grade: _____ Gender: M F

Special Education: Yes No Tutoring Subject Area/ Areas of Concern (s): _____

Placement:

Relative

Group Home

Foster Home

McKinney Vento Eligible

ESL/ELL Family:

Yes No

Primary Language: _____

Student has already accessed the following:

After School Program

Teacher Assistance

Library Tutoring

Other _____

Caregiver Information

First Name: _____ Last Name: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Home Phone: _(____)_____ Work: _(____)_____ Cell: (____)_____

Email Address: _____

Note: Caregiver or responsible adult must be present during tutoring sessions held at minor's home.

Caregiver Signature: _____ Caregiver has taken FYS Tutoring Support class

Social Worker/Probation Officer Information

Name: _____

Social Worker Probation Officer

Phone: _(____)_____

Fax: _(____)_____

Address: _____

County: _____

Email: _____

Special Notes: (please specify days/times available for tutoring sessions):

Signature of FYS Coordinator: _____ Date: _____

Maximum number of tutoring hours (including pre and post assessments): _____

Internal Fax Request Operations

Following signature approval of FYS Coordinator, fax request to: Marji LeGrand,

Date Faxed: _____

Benicia
707-747-8300

Dixon
707-678-4061

Fairfield-Suisun
707-399-5072

Solano County
707-452-0293

Travis
707-437-8216

Vacaville
707-453-7207

SOLANO COUNTY SPECIAL EDUCATION LOCAL PLAN AREA

APPOINTMENT OF EDUCATIONAL REPRESENTATIVE

Directions: Complete this form when a parent (remaining the legal guardian) or a student (reaching the age of majority) delegates responsibility.

I appoint _____ to act as my representative in connection with the education of, _____. This representative shall have authority in matters relating to the identification, assessment, instructional planning and development, educational placement, reviewing and revising the individual education program, utilization of procedural safeguards, and other matters relating to the provision of a free, appropriate education.

This appointment shall remain in effect until any of the following occur:

1. I notify the LEA and/or SELPA administrator of my child’s attendance that this appointment is withdrawn. (A parent or adult student may do this at any time.)
2. The representative is unwilling or unable to carry out his or her responsibilities to the best interest of the student.
3. The representative is in a position with a conflict of interest in the above matters.
4. The student no longer resides in the licensed children’s institution or foster family home owned or operated by the above representative.

Parent or Adult Student Signature

Date

Adult Witness

ACCEPTANCE OF APPOINTMENT

I, _____, hereby accept the above appointment. At such time as any of the conditions 2, 3, or 4 above relating to the tenure of this appointment exists, I will notify the LEA of attendance or SELPA administrator and the appointing parent or adult student.

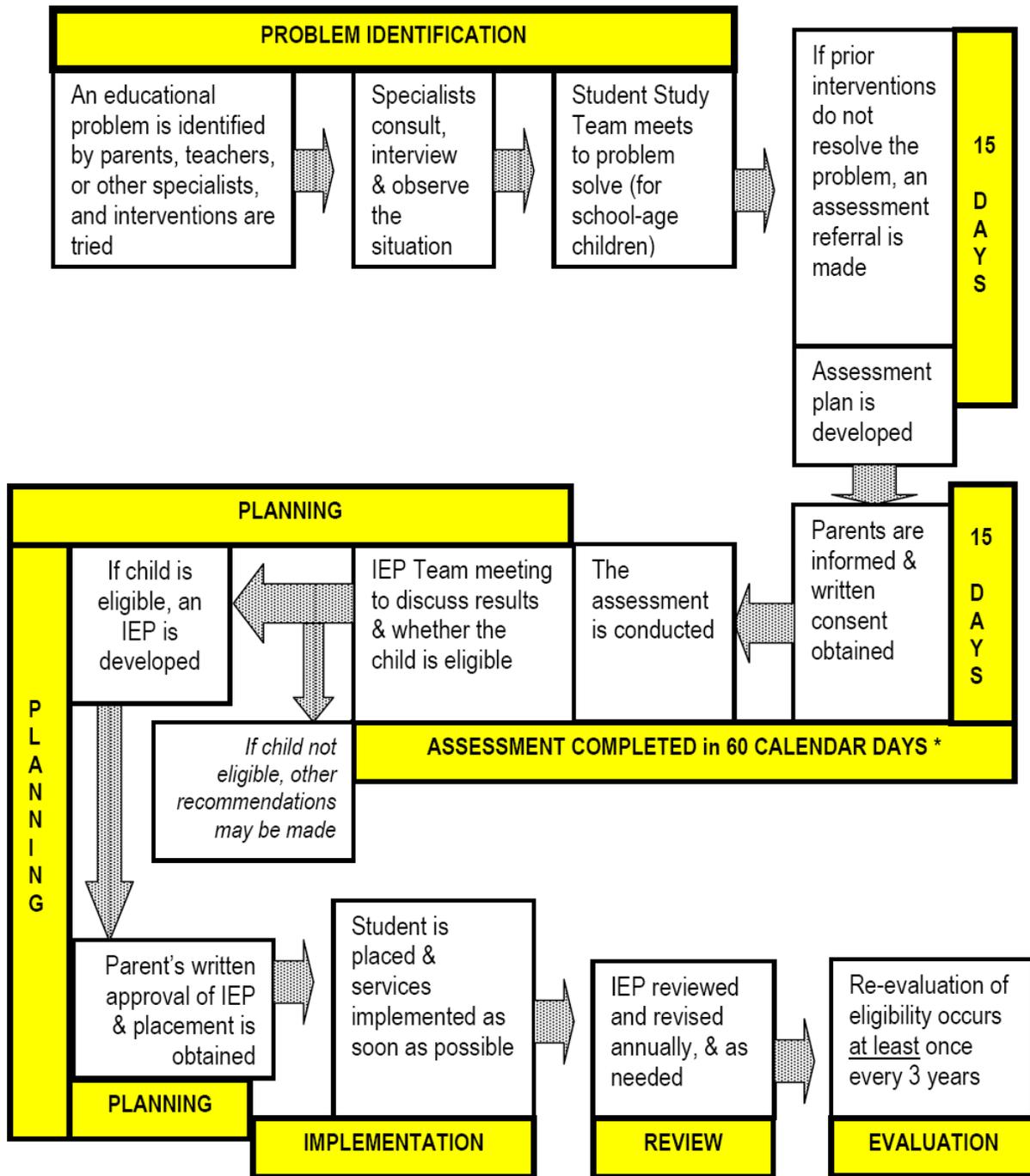
Educational Representative’s Signature

Date

Adult Witness

Any specific conditions or exceptions to this appointment shall be made on a separate sheet and signed and dated by the parent, adult student, the representative, and witness.

Individualized Education Program Process and Timeline



* 60 calendar days (not to include days when school is out of session for more than 5 consecutive days) are from the date signed assessment plan is received to the IEP meeting date.



**Superior Court of California
County of Solano**

Brian Taylor
Court Executive Officer
Clerk of the Court

(Date)

Attn: (Name of school)

Sample

In regards to: (Minor's name)

To Whom It May Concern:

Please be advised that (minor's name) had a court appearance this morning in my department. Please excuse his/her absence from school.

If you should have any questions, please do not hesitate to contact my Judicial Assistant, Monica Balinado at 707-207-7325.

Sincerely,

Sample

Robert C. Fracchia
Judge of the Superior Court

/(your initials)

Hall of Justice
800 Union Avenue
Fairfield, CA 94533

Law and Justice Center
530 Union Avenue
Fairfield, CA 94533

Solano Justice Center
321 Tuolumne Street
Vallejo, CA 94590

ATTORNEY OR PARTY WITHOUT ATTORNEY <i>(Name, State Bar number, and address):</i> TELEPHONE NO.: _____ FAX NO. <i>(Optional):</i> _____ E-MAIL ADDRESS <i>(Optional):</i> _____ ATTORNEY FOR <i>(Name):</i> _____	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF _____ STREET ADDRESS: _____ MAILING ADDRESS: _____ CITY AND ZIP CODE: _____ BRANCH NAME: _____	
CHILD'S NAME: _____	
FINDINGS AND ORDERS LIMITING RIGHT TO MAKE EDUCATIONAL DECISIONS FOR THE CHILD, APPOINTING EDUCATIONAL REPRESENTATIVE, AND DETERMINING CHILD'S EDUCATIONAL NEEDS	CASE NUMBER: _____

1. a. Date of hearing: _____ Dept.: _____ Room: _____
 b. Judicial officer *(name)*: _____
 c. Persons present:
 Child Child's attorney Mother Mother's _____ Father
 Father's attorney Guardian Deputy district Probation officer/social worker
 Deputy county counsel CASA volunteer Other *(specify)*: _____

2. Providing the information on this form to the parent or guardian will will not create a safety risk for the child *(for example, because of the placement's confidentiality)*.
 a. The information is to be withheld from the parent or guardian *(name each)*: _____
 b. The information is to be provided to the parent or guardian *(name each)*: _____

3. Date of birth: _____
4. Child's school district: _____
5. Child's school *(name and address)*: _____
6. Child's social worker *(name and address)*: _____
7. Child's supervising social worker *(name)*: _____
8. Child's probation officer *(name and address)*: _____
9. Foster youth liaison (as defined in Education Code section 48853.5(b)) *(name and address)*: _____
10. Child's attorney *(name and address)*: _____

11. After consideration of the evidence, the court finds and orders under Welfare and Institutions Code section 319(g), 361(a), or 726(b):
 a. The right of the parent *(name)*: _____ parent *(name)*: _____
 guardian *(name)*: _____ guardian *(name)*: _____
 to make educational decisions for the child is *(specify)*:
 limited by this court temporarily limited by this court *(if before disposition)*.
 b. Parental rights have been terminated, and no one holds educational rights for this child.

CHILD'S NAME: —	CASE NUMBER:
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11. c. Reunification services for the child and family have been terminated or were never ordered and the child is placed in a planned permanent living arrangement with (*identify placement or indicate if placement is confidential*):
- (1) The court finds that the identified foster parent, relative caregiver, or nonrelative extended family member (as defined in Welfare and Institutions Code section 362.7) may represent the child in all general and special educational matters under Education Code section 56055(a) and is not prohibited from doing so or excluded by Welfare and Institutions Code section 361 or 726 or 34 Code of Federal Regulations section 300.519 or 303.19.
- (2) The following foster parent, relative caregiver, or nonrelative extended family member (as defined in Welfare and Institutions Code section 362.7) may not make educational decisions for the child under Education Code section 56055(b).
- (a) Name:
- (b) Address:
- (c) Telephone:
- (d) Relationship to child:
- d. The following responsible adult, who has no apparent conflict of interest and who is not prohibited by Education Code section 56055 or 34 Code of Federal Regulations section 300.519 or 303.19, is appointed as the child's educational representative:
- (1) Name:
- (2) Address:
- (3) Telephone:
- (4) Relationship to child:
- e. The court cannot identify a responsible adult to make educational decisions for the child, and the child is potentially eligible for special education and related services or already has an individualized education program (IEP). Therefore, the court refers the child to the local educational agency (LEA). The LEA must make reasonable efforts to appoint a surrogate parent for the child under Government Code section 7579.5 within 30 days of the court's referral. The LEA must notify the court of the identity of the appointee on attached form JV-536 within seven calendar days of the date of the appointment, termination, resignation, or replacement of a surrogate parent.
- Note:** If box 11.e. is checked, form JV-536, *Local Educational Agency Response to JV-535—Appointment of Surrogate Parent*, must be attached when this order is served on the local education agency.
- f. The court cannot identify a responsible adult to make educational decisions for the child, and the child does not qualify for special education. The court, with input from any interested person, will make educational decisions for the child.
12. The child has the following educational and developmental needs (*check all that apply*):
- a. The child is 0–3 years old and has been identified with a disability.
- b. The child is 0–3 years old and is suspected of having a disability.
- c. The child is age 3 years or older and has been identified with a disability.
- d. The child is age 3 years or older and is suspected of having a disability.
- e. The child is currently eligible for special education, general education accommodations and modifications, early intervention services, or regional center developmental services.

CHILD'S NAME: _____	CASE NUMBER: _____
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12. f. The child is receiving services based on the following plan (*check all that apply*):
- (1) Individualized education program (IEP)
 - (2) Section 504 plan
 - (3) Individual family plan (IFP)
 - (4) Quality of life assessment
 - (5) Other (*explain*):
13. The educational representative is ordered to (*check all that apply*):
- a. submit to the local education agency a written referral for special education assessment and assessments under section 504 of the Rehabilitation Act of 1973.
 - b. submit to the regional center a written referral for an eligibility assessment.
 - c. submit to the local education agency a written referral for an assessment, evaluation, or services or a written request to convene the IEP team to review or revise the child's IEP.
 - d. submit a written request to the regional center to convene the IFP team to review or revise the child's IFP.
14. As provided under 34 Code of Federal Regulations § 300.300, the child's initial evaluation for special education services need not be postponed to await parental or guardian consent or appointment of an educational representative because one or more of the following circumstances have been met:
- a. The court has limited or temporarily limited the educational rights of the parent or guardian, and consent for an initial assessment has been given by an individual appointed by the judicial officer to represent the child.
 - b. The local education agency cannot discover the whereabouts of the parent or guardian.
 - c. The parent's rights have been terminated, or the guardianship has been set aside.
- The court appoints the following person to represent the child in the request for an initial evaluation (*name, address unless confidential*):
15. The clerk will provide a copy of the completed JV-535 to the child if 10 years or older, to the child's attorney, to the social worker and probation officer, to the foster youth liaison, and to the educational representative at the end of the proceeding or no later than seven calendar days after the order. The clerk will make the form available to the parents or guardians (unless otherwise indicated on the form), the Court Appointed Special Advocate (CASA) volunteer, and, if requested, to all other persons provided notice under section 293.
16. Within seven calendar days of this order, a copy of this order must be served on the local education agency by (*choose one*):
- a. a representative of the county welfare department
 - b. a representative of the probation department
 - c. the clerk of this court
 - d. the child's attorney
17. **This order applies to any school or school district in the state of California.**
18. The educational representative, or the person whom the court appointed to represent the child for an initial evaluation, will report to the court regarding the child's education on (*date*): _____ in Dept. _____ at _____ a.m./p.m.

Date: _____

JUDICIAL OFFICER

LOCAL EDUCATIONAL AGENCY REPRESENTATIVE <i>(Name and address):</i> TELEPHONE NO. <i>(Optional):</i> _____ FAX NO. <i>(Optional):</i> _____ E-MAIL ADDRESS <i>(Optional):</i> _____	FOR COURT USE ONLY CASE NUMBER: _____
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
CHILD'S NAME:	
LOCAL EDUCATIONAL AGENCY RESPONSE TO JV-535—APPOINTMENT OF SURROGATE PARENT	

This form must be completed and returned to the court at the address listed above within seven calendar days of the date of the appointment, termination, or replacement of a surrogate parent.

1. a. Child's school:
 b. Address of child's school:
 c. School personnel contact *(name, title, and telephone):*

2. a. Name of surrogate parent:
 b. Address:
 c. Telephone:
 d. Relationship to child:

3. The appointed surrogate parent does not have a conflict of interest with the child. (Welf. & Inst. Code, §§ 361, 726; 34 C.F.R. §§ 300.519, 303.19; Gov. Code, § 7579.1(i), (j).)

4. The appointed surrogate parent will represent the child on educational issues as required by state and federal law.

5. The appointed surrogate parent agrees that this representation is continuous. If the surrogate parent is not able to represent the child's educational needs, the surrogate parent will inform the local education agency.

6. The previous surrogate parent resigned or was terminated under section 7579.5(h) of the Government Code.
 - a. Name of previous surrogate parent:
 - b. Address:
 - c. Telephone:
 - d. Relationship to child:

CHILD'S NAME: _____	CASE NUMBER: _____
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7. The local educational agency has not appointed an surrogate parent within 30 days as required by rule 5.650(d)(3).

Date:

(TYPE OR PRINT NAME)

(LOCAL EDUCATION AGENCY REPRESENTATIVE'S SIGNATURE)

(TITLE)

STANDING COURT ORDER

IN THE SUPERIOR COURT OF SOLANO COUNTY, STATE OF CALIFORNIA
JUVENILE COURT DIVISION

FILED
Clerk of the Superior Court

JUN 17 2011

By 
DEPUTY CLERK

In the Matter of)	STANDING ORDER
EXCHANGE & RELEASE OF JUVENILE)	2011-006
RECORDS TO BE USED IN THE)	
SOLANO COUNTYWIDE FOSTER)	
YOUTH SERVICES PROGRAM)	
(Education Code section 488850 et seq,)	
Welfare & Institutions Code 827,)	
California Rules of Court, rule 5.552))	

Juvenile Court Standing Order 2002-9 issued on August 1, 2002, is hereby vacated and reissued as Standing Order No. 2011-006 effective July 1, 2011.

WHEREAS, the Solano County Office of Education Foster Youth Services Program (FYS) is intended to make foster youth educational services more readily available to foster children and youth that are under the jurisdiction of the County of Solano in compliance with the requirements established under AB 490; and

WHEREAS, in order to develop a database of foster children and youth under the jurisdiction of the County of Solano, determine the educational services required and provide such services, FYS has a need to access certain records and information regarding the foster children and youth under the jurisdiction of the County of Solano; and

WHEREAS, it is recognized that such records and information may be confidential and may be released by court order; and

STANDING COURT ORDER

WHEREAS, it is the intent of the court to allow access to and use of such records to the extent necessary for the purposes of FYS and the delivery of educational services to the foster children and youth of this community;

IT IS ORDERED AS FOLLOWS:

1. Educational records and any other records necessary to ensure that the educational needs of children and youth taken into protective custody by Child Welfare Services or who come under the jurisdiction of the juvenile court; may be exchanged between schools, school districts, community colleges, community college districts, Solano County Office of Education and Child Welfare Services.

2. Records and information regarding foster children and youth under the jurisdiction of the County of Solano and maintained by any agency for the purpose of the delivery of educational services to the foster children under the jurisdiction of the County of Solano shall be released to the representatives of FYS.

3. The records subject to this Order shall consist of health and education records as described in Welfare and Institutions Code section 16010(a).

4. Copies of this Order shall be distributed to:

a. County of Solano, Health and Social Services Department, Child Welfare Services, Mental Health, and Public Health,

b. County of Solano, Probation Department,

c. County of Solano, Office of Education,

d. All school districts in the County of Solano,

e. All Directors of Special Education Local Plan Areas (SELPA) in the County of Solano,

f. All private and charter schools in the County of Solano,

g. Any community college district or community college.

STANDING COURT ORDER

h. All other educational institutions serving foster youth in the County, of Solano County,

i. All foster care providers and foster family agencies in the County of Solano County,

j. All Regional Centers for the Developmentally Disabled in the County of Solano County,

k. CASA of Solano County,

l. All attorneys representing clients in Juvenile Court matters;

m. ICWA Tribal Advocates,

n. All out-of-county Foster Youth Services Coordinators; and

o. All out-of-county providers who serve Solano County wards and dependents.

5. FYS representative may share information with the persons and agencies listed in the preceding paragraph if: (1) such disclosure will be in the best interest of the minor whose records are sought and (2) the information contained in those records is necessary and relevant to the provision of services to the foster youth.

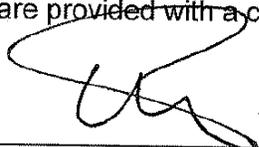
6. The records or information subject to this order may be transmitted electronically if the transmitting party establishes a method of transmission that ensures the confidentiality of the record or information.

7. Any person or agency receiving the records and information referred to in this order or allowed access to the records and information maintained by FYS shall maintain the confidentiality of these records and information and shall use such records and information only to the extent necessary for the purposes of FYS or for the delivery of educational services to the foster child or youth.

STANDING COURT ORDER

8. The Solano County Office of Education shall be responsible to ensure that all persons and agencies involved with FYS are provided with a copy of this Order.

Dated: 5/25/11



PRESIDING JUDGE OF THE
JUVENILE COURT

Legislation Summary

This section was created out of the request to have a single location where one can view all the foster youth education legislations and their corresponding Education Codes, Welfare Institution Codes, State Code, Government Code, and Public Laws that govern policy.

California State Law at a Glance

AB 490 Educational Stability for Foster Youth

Education Code (<i>EC</i>)	48645.5; 48850 (a),(1), (a)(1); 48853(a)-(b),(g); 48853.5(b)(1), (d),(e),(e)(6),(e)(7),(e)(8)(C)(8), (B); 48853(d), (g); 49069.5(c)(d)(e)(g), (d)-(e), (g)-(h); 49076(a); 45550(a); 56156(a)
Welfare Institution Code (<i>WIC</i>)	319 (g), (g)(2); 361 (a), (a)(1)(C); 366.3(e), (g); 388; 726(b); 727.2 (e)(3); 16010, (a)(b)(c); 16501.1(f)(8),(B), (c)(4)
Government Code (<i>GC</i>)	7579.1; 7579.5(a),(b); 7579.5-6(a)
California Rules of the Court (<i>CRC</i>)	5.502, (13); 5.650(a),(b),(d), (d)(4), (g)(2); 5.651(b), (e)(1), (e)(1)(A), (e)(1)(B), (e)(2), (s)(2)-(4);
CDSS Manual of Policies and Procedures (<i>MPP</i>)	31-206.351(a)(c)(d)
Public Law (<i>PL</i>)	110-351
United States Code (<i>USC</i>)	42 § 11432(g)(1)(j)(ii), 11435

AB 12 California Fostering Connections Act

Public Law (<i>PL</i>)	110-351
Welfare Institution Code (<i>WIC</i>)	241.1; 303; 366.3; 366.31 (c); 391; 727.2 (i); 11400 (b)(w)(x)(v) (y); 11401;11402 (a); 11402(a); 11402.2; 11403 (b)(d)(e)(i); 11403.2(a)(b)(3); 11405; 11253; 11360; 11385; 11363; 11364; 11378 11386; 11387;11461 (a)(e); 11464; 11465 (d)(6); 10609.4; 13754, 16501.1 (c) (1)

Legislation Summary

AB 167 High School Graduation: Local Requirements: Foster Children

Education Code (<i>EC</i>)	51225.3;56026(c)(4); 56390-92; 60850, 60852, 60852.3
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AB 1933 Foster children: education

Education Code (<i>EC</i>)	48204; 48853.5,(d); 48853.5 (d)(1); 48853.5 (b)(c); 48853.5(d)(2); 48853.5 (d)(3); 48853.5 (d)(4)(c); 48853.5(d)(7)48853.5 (8); 48853.5 (4); 48853.5(1)(b); 48853.5 10(f); 51225.3; 56325(2); 42920
United States Code (<i>USC</i>)	42 USC 365
Government Code (<i>GC</i>)	17500

AB 1858 Quality And Accountability For Children Educated At Nonpublic Schools (NPS)

Education Code (<i>EC</i>)	56366.1(n)(1); 56155.7; 56366.9; 56157(c); 56157(d); 56341(d); 56366.12; 56366(a)(9); 56366.1(i)(1) and (2); 53366.11(b); 49085; 56366.1; 56366.1(h); 56366.10(d); 56366.1(l)(1)
Welfare & Institution Code (<i>WIC</i>)	16014

AB 669 Post Secondary Education Residency Requirements Exception to the Uniform Residency Requirements

Education Code (<i>EC</i>)	68085
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AB 709 children: school placement: immunization records

Education Code (<i>EC</i>)	48853.5
Health and Safety Code (<i>HSC</i>)	120341

Legislation Summary

AB 194 Postsecondary Education: Priority Enrollment: Foster Youth

Education Code (EC)

66025.9

AB 1393 Foster Youth: Priority Campus Housing

Education Code (EC)

76010; 90001.5; 92660

AB 2463 Higher Education Outreach and Assistance Act for Emancipated Foster Youth

Education Code (EC)

89340; 89341; 89342; 89344; 89344; 89345; 89346; 89347

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
504 Plan		A legal document falling under the provisions of the Rehabilitation Act of 1973. It is designed to plan a program of instructional services to assist students with special needs who are in a regular education setting. A 504 Plan is not an Individualized Education Program (IEP) as is required for special education students. However, a student moving from a special education to a regular education placement could be placed under a 504 Plan. A student with a physical or emotional disability, or who has an impairment (i.e. Attention Deficit Disorder) that restricts one or more major life activity can qualify to have a 504 Plan.
Academic Performance Index	API	Under the Public Schools Accountability Act, the API measures the academic performance and growth of schools.
Adequate Yearly Progress	AYP	Under No Child Left Behind Act (NCLB), the AYP measures the academic performance of students on a variety of academic measures.
Assembly Bill 12	AB 12	<p>This bill known as the California Fostering Connections to Success Act became effective January 1, 2012. It allows California to take advantage of several components of the federal Fostering Connections to Success and Increasing Adoptions Act to:</p> <ul style="list-style-type: none"> • Convert California’s Kinship Guardianship Assistance Program (Kin-Gap) into a federally subsidized program. The federal government will now pay 50% share of cost for federally-eligible participants. <i>WIC § 11360.</i>

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Assembly Bill 12 (continued)	AB 12	<ul style="list-style-type: none"> • Provide foster care benefits (also known as AFDC-FC benefits) for eligible youth beyond age 18 and, at full implementation, up until the age of 20 (and, if the Legislature takes additional action, up to age 21). <i>WIC §§ 11400(v)(1), 11403 (b).</i> • Provide extended Kin-GAP assistance or AAP assistance to eligible youth up until age 20 (and, if the Legislature takes additional action, up to age 21), provided the Kin-GAP payments began or the initial AAP agreement was signed when the youth was age 16 or older. <i>WIC 11403(b).</i> • Provide CalWORKs benefits to eligible youth beyond age 18 and, at full implementation, up until age of 20 (and, if Legislature takes additional action, up until 21) when the youth is placed with an approved relative and is not eligible for AFDC-FC benefits. <i>WIC § 11403.</i> • Provide extended foster care benefits up to age 20 (and if the Legislature takes additional action, up to age 21) to youth living with a nonrelated legal guardian when the guardianship was created by the juvenile court (regardless of the age of the youth when guardianship was ordered. <i>WIC § 11405(e).</i>
Assembly Bill 167	AB 167	<p>This bill refers to California legislation that emended section 51225.3 of the California Education Code (EC) to exempt pupils in foster care from school district graduation requirements that exceed state graduation requirements if the pupil transfers to the district, or transfers from one high school to another within a district in the 11th or 12th grade if the pupil would not be reasonably able to complete the additional district requirements. Effective January 1, 2012, AB 167 requires school districts to provide notice to foster</p>

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Assembly Bill 167 (continued)	AB 167	youth exempted from additional district requirements if failure to satisfy such local requirements will affect the pupil’s ability to gain admission to a postsecondary educational institution.
Assembly Bill 194	AB 194	<p>This bill became effective October 9, 2011 and adds section 66025.9 to the Education Code, to read:</p> <ul style="list-style-type: none"> • The California State University and each community college district shall, and the University of California is requested to, with respect to each campus in their respective jurisdictions that administers a priority enrollment system, grant priority in that system for registration for enrollment to a foster youth or former foster youth. <p>This section shall remain in effect only until January 1, 2017, and as of that date is repealed, unless a later enacted statute, that is enacted before January 1, 2017, deletes or extends that date.</p>
Assembly Bill 490	AB 490	This bill became effective January 1, 2004 and imposes new duties and rights related to the education of youth placed in the foster care and group homes. It provides for increased school placement stability and improved school transfer procedures through the efforts of social workers, probation officers, school districts, caregivers and others involved in the education of these children.
Assembly Bill 669	AB 669	<p>This bill became effective October 11, 2009 and adds section 68085 to the Education Code, to read:</p> <ul style="list-style-type: none"> • A student who currently resides in California and is 19 years of age or under at the time of enrollment, who is currently a dependent or ward of the state through California’s child welfare system, or was served by California’s child welfare system

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Assembly Bill 669 (continued)	AB 669	and is no longer being served either due to emancipation or aging out of the system, may be entitled to resident classification until he or she has resided in the state the minimum time necessary to become a resident.
Assembly Bill 709	AB 709	This bill became effective October 4, 2011 and amended section 48853.5 of the Education Code, and added section 120341 to the Health and Safety Code. It specifies that a new school is required to immediately enroll a foster child even if he or she is unable to produce medical records, including, but not limited to, records or other proof of immunization history. Requires a governing authority to admit such a child whose records are not available or are missing. Prohibits the change from altering obligations of the governing authority.
Assembly Bill 1933	AB 1933	This bill became effective September 30, 2012 and emended section 48853.5 of the Education Code. It allows a foster child to remain in his/her school of origin for as long as the child is in foster care, if it is in the child’s best interests. This means the foster child can remain in his/her school of origin and/or school feeder pattern even if: <ul style="list-style-type: none"> • The child changes school levels, or • The child moves out of the school area or district while in foster care. If the foster child’s case is closed prior to the end of an academic year, the foster child must be allowed to continue to attend the school of origin through the “duration of the academic school year.” EC § 48853.5 (e)(2).
Assembly Bill 1393	AB 1393	This bill became effective October 11, 2009. It requests the California Community Colleges and the University of California (UC), and requires the California State University, in order to ensure stable housing for current and former foster youth, to give priority for campus housing to current and former foster youth with first priority for housing open for uninterrupted year-round occupation most days during the calendar year.

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Assembly Bill 1858	AB 1858	<p>Assembly Bill 1858 was passed in 2004 and was effective January 1, 2005. It requires that a Non-Public School (NPS) is to provide access to:</p> <ul style="list-style-type: none"> • The same instructional materials used by the district in which the NPS is located. <i>EC § 56366.10 (b).</i> • College preparation courses. <i>EC § 56366.10 (b)(2).</i> • Extracurricular activities such as art, sports, music, and academic clubs. <i>EC § 56366.10 (b)(3).</i> • Career preparation and vocational training. <i>EC § 56366.10 (b)(4).</i> • Supplemental assistance, including academic tutoring, psychological counseling, and career college counseling. <i>EC § 56366.10 (b)(5).</i> <p>Teachers and staff who provide academic instruction and support services with the goal of integrating the students into the least restrictive environment. <i>EC § 56366.10 (c).</i></p>
Assembly Bill 2463	AB 2463	<p>This bill became effective September 30, 1996 and it is an act to add Article 5 to Chapter 3 of Part 55 of the Education Code, relating to postsecondary education. It provides outreach, access, and retention services for fosters youth interested in attending California State University or community college.</p>
Assembly Bill 2726 Also known as 3632, Government Code § 26.5	AB 2726 3632 GC § 26.5	<p>Assembly Bill 2726 is a state-mandate program intended to serve children and youth 3 to 22 years of age receiving special education services who require mental health services (including attention to co-occurring substance use disorders) in order to benefit from their educational program. Referral for an AB 2726 assessment is made directly through the school district. The majority receive outpatient services while the remainder receive day treatment or are in residential treatment.</p>
California High School Exit Exam	CAHSEE	<p>The two-part test (Language Arts and Math) that all high school students must pass in order to obtain a high school diploma.</p>
Court Appointed Special Advocates of Solano County	CASA	<p>Trained community members who are appointed by the judge to advocate for a specific dependent child who has been removed from the home. The volunteer gets to know the child – their needs and perspectives – and represents these to the judge.</p>
Dependent		<p>Any child (under the age of 18) found by the court to be: (a) abandoned; (b) abused or neglected; or</p>

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Dependent (continued)		(c) without a parent, guardian, or legal custodian capable of adequately caring for the child such that the child is in circumstances which constitute a danger of substantial damage to the child’s psychological or physical development.
District Appointed Surrogate Parent		Surrogate parents have the authority to represent a child with disabilities in all matters relating to the identification, evaluation and educational placement of the child and are generally appointed by a LEA to represent a child only when the court specifically limits the educational rights of the parent or guardian to make educational decisions for the child and has not appointed or designated someone to have educational rights. As first preference, appointments shall be made to relative caregivers, an education advocate, a CASA or foster parent. The person may NOT be an employee of any agency involved in the education of the child. <i>GC § 7579.5(c), (i)-(j), 20 USC § 1415(b)(2)(A), 34 CFR § 300.519(d)(2).</i>
Educational Liaison County Office of Education		Solano County Office of Education’s Foster Youth Services Educational Liaison serves as a link between the schools, placing agencies, and substitute care providers by establishing formal relationships with districts and schools to support the educational success of foster youth residing in group homes and foster homes.
Educational Placement		The school and program of instruction in which a youth is placed. This may be regular education or special education.
Educational Representative		If the juvenile court limits the rights of the parent/guardian of a dependent or ward to make educational decisions, the court must at the same time appoint a responsible adult to make decisions for the youth, regardless of whether or not the youth is receiving or in need of special education. <i>WIC §§ 361, 726.</i>
Educational Rights		Per a law passed in January 2003, the Juvenile Court must name a specific person at each hearing for every dependent child to hold educational rights and act as the responsible person for the child. Initially, the biological parent usually holds these rights, relative to a child’s education as a parent. The first choice for a surrogate shall be a relative caregiver, education advocate, CASA, or a foster parent.

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Educational Rights Holder		The person who retains educational rights for the child.
Educational Surrogate		See District Appointed Surrogate Parent
Excused Absences		By law, a foster youth may not be penalized for absences or missing class time due to change of placement, attendance at court hearings, court appearances, court-related activities, or interviews with placing agency staff.
Foster Care Placement		Social Workers/Probation Officers are required to place children in the least restrictive, most home-like environment that meets the children’s needs although this cannot always be done due to limited resources/placement purposes as deemed appropriate. Options for placement include: <ul style="list-style-type: none"> • Kinship care (home of a relative). <ul style="list-style-type: none"> • Non-Related Extended Family Member (NREF). • Licensed foster family homes. • Family homes certified by a Foster Family. • Agency (FFA), which provides treatment in a family setting. • Group homes, ranging in size from 6 children to those with a large number of children. • Intensive treatment foster care is a type of foster home that provides intensive therapeutic services.
Fostering Connections to Success and Increasing Adoptions Act	FCA	The FCA became Public Law 110-351 on October 7, 2008 and provides opportunities for additional federal funding sources while increasing opportunities to better serve children in foster care. The new law aims to promote permanency and improved outcomes for children in foster care through policy changes in seven key areas: <ul style="list-style-type: none"> • Support for kinship care and family connections • Support for older youth

GLOSSARY OF TERMS

		<ul style="list-style-type: none"> • Coordinated health services • Improved educational stability and opportunities • Incentives and assistance for adoption • Direct access to federal resources for Indian Tribes • Extended federal support for training of staff
<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Foster Family Agency	FFA	An individual or organization that recruits, certifies, trains and supports foster parents or finds placements for children who require an alternative to a group home.
Foster Home		Twenty-four hour substitute care for children outside their own homes. The overwhelming majority of children come into foster care as dependent children in the child welfare system who have been removed from their parents due to abuse or neglect. This population also consists of foster youth under probation supervision as a result of a highly significant lack of parental structure/support in relation to a low level of delinquency.
Foster Parent		An individual providing a home for a child who is unable to reside safely with his or her parents or guardians. Foster parents are licensed and their care for the child is usually done with the approval of the government or a social services agency. Foster parents may or may not be related to the child; foster parents include relative caretakers or non-related extended family members with whom the child is placed.
Foster Youth		A foster youth is a ward a dependent or a child voluntarily placed in out of home care.
Foster Youth Education Project	FYEP	The Foster Youth Education Project is co-facilitated by the Solano County Office of Education Foster Youth Services Coordinator and the Solano County Presiding Juvenile Court Judge and acts as the advisory group for the Solano County Foster Youth Services Program. The membership is comprised of representatives of agencies that have a role in educating foster youth. The committee meets monthly to provide oversight to the coordination and educational development of all children within the delinquency/dependency system.
Foster Youth Services	FYS	Grant-funded program for each county office of education and selected school districts to increase

GLOSSARY OF TERMS

		interagency support for foster youth. The Solano County FYS program is aimed towards improving the educational outcomes of wards and dependents, ages 4 to 21 who are enrolled in the school system.
<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Foster Youth Success Initiative	FYSI	The California Community Colleges Chancellor’s Office has created a statewide outreach and retention effort to better serve current and former youth from care. The goals of the initiative are to improve: <ul style="list-style-type: none"> • Access to student services and resources • Access to academic support • Retention • Academic performance • Completion of units • Completion of programs and degree
Free Appropriate Public Education	FAPE	FAPE is mandated by the Individuals with Disabilities Act and requires that all disabled children receive appropriate special education and related services at no cost to the child or his/her parents.
Group Home		See number 4 under License Children’s Institutes
Health and Education Passport	HEP	A document that provides a history of health and education information, which is generated by the Health and Human Services Agency’s Child Welfare Case Management System (CWS/CMS) in a format called the <i>Health and Education Passport</i> .
Health and Social Services – Child Welfare Services (CWS)	HSS – (CWS)	Child Welfare Services is the government agency having responsibility for providing out-of-home placement and related services to Solano County children who have been found to have experienced, or be at substantial risk of experiencing, abuse or neglect by their parents or legal guardians.
Health and Social Services – Mental Health Division	HSS-(MH)	Solano County Health & Social Services, Children’s Mental Health Services provides assessment, treatment, rehabilitation, crisis, and community support services to foster youth in need of mental health services. Children’s Mental Health staff work closely with community agencies, schools, and others toward the goal of improved educational outcomes for students in foster care who require mental health services.

GLOSSARY OF TERMS

<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Health Insurance Portability and Accountability Act of 1996	HIPAA	HIPAA was enacted to allow individuals to more freely move between employers while ensuring they receive stable health care coverage. Because of concerns raised over electronically storing and transmitting sensitive health information, the U.S. Department of Health and Human Services issued regulations to protect the information from public disclosure (the Privacy Rule) and to protect and insure the physical safety and integrity of the information (the Security Rule). These regulations, along with related regulations, are called HIPAA and primarily apply to health care providers. It is not related to education information.
Higher Education Opportunity Act of 2008	HEOA	The HEOA of 2008 was signed into law on August 14, 2008. This 1,200 page bill includes many new reporting requirements for institutions, grant programs for colleges and students, and provisions designed to lower the cost of a college education. It addresses simplifying the federal aid application, developing campus safety plans, and rules regarding relationships between higher education institutions and student lenders.
Homeless		For purpose of this document, “homeless” refers to those foster children who are in a shelter or temporary placement and awaiting long-term placement.
Individualized Education Plan	IEP	A written document for each child with a disability that include statements of: <ul style="list-style-type: none"> • The child’s present level of educational performance. • Measurable annual goals, including short-term objectives. • Special education and related services to be provided.

GLOSSARY OF TERMS

<p>Individuals with Disabilities Education Act</p>	<p>IDEA</p>	<p>Enacted in 1997 and most recently reauthorized in 2004 requires states to have in effect policies and procedures to ensure a free appropriate public education (FAPE) for eligible students with disabilities.</p>
<p><u>TERM</u></p>	<p><u>ACRONYM</u></p>	<p><u>DEFINITION</u></p>
<p>JV-535</p>		<p>Findings and orders limiting rights to make educational decisions for the child, appointing educational representative, and determining child’s educational needs. If the court cannot identify a responsible adult to make educational decisions for the child, and the child is potentially eligible for special education and related services or already has an IEP. Therefore, the court refers the child to the LEA. The LEA must make reasonable efforts to appoint a surrogate parent for the child under Government Code section 7579.5 within 30 days of the court referral. The LEA must notify the court of the identified appointee on JV-536 form within seven calendar days of the date of the appointment, termination, resignation, or replacement of a surrogate parent.</p>
<p>JV-536</p>		<p>LEA response to JV-535 – Appointment of a surrogate parent.</p>
<p>Licensed Children’s Institutions</p>	<p>LCI</p>	<p>A residential facility that is licensed by the state to provide non-medical care to children, including children with disabilities. It includes group homes. It does NOT include a juvenile court school, juvenile hall, juvenile ranch or juvenile camp. (Education Code § 56155.5) There are four types of licensed children’s institutes as follows:</p> <ol style="list-style-type: none"> 1. Transitional Housing Placement Programs for youth who are at least 17 and living in an independent living arrangement. (not applicable to the agreement). 2. Small Family Homes that provide 24-hour care in a family residence for six or fewer children who are mentally, developmentally or physically disabled and require special care. 3. Foster Family Homes provide 24-hour care to six or fewer children in a family residence.

GLOSSARY OF TERMS

		<p>The children may be disabled/handicapped or abused/neglected.</p> <p>4. Group Homes may be of any capacity and provide 24-hour non-medical care and supervision to children in a structured environment that provides social, psychological and behavioral program.</p>
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<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Local Education Agency	LEA	A school district or County Office of Education. A school district is a geographic grouping of schools under one administration. There are 7 districts in Solano County (including Rio Vista River Delta USD).
McKinney-Vento Homeless Act	M-V	<p>Ensures educational right and protections for homeless children. The definition of homeless includes youth in foster care if they are living in a transitional shelter and awaiting long-term placement. Key rights include:</p> <ul style="list-style-type: none"> • School placement decisions that are in the best interest of the child. • Immediate enrollment in the new school even absent proof residency, immunizations, school records or other documents (expanded by AB 490 to include all foster youth). • Prompt transfer of school records.
No Child Left Behind (2001)	NCLB	<p><i>The NCLB Act of 2001</i> is the federal law affecting education from kindergarten through high school. It is built on four principles:</p> <p>Accountability for results.</p> <ul style="list-style-type: none"> • Parental choices. • Local control and flexibility. • Research-based best practices.
Placing Agency		The Health and Social Services Agency and the Probation Department are two agencies in the county that place foster youth in out-of-home care.
Planned Permanent Living Arrangement		This is an updated term for what used to be called long-term foster care, in that the child is not returned home, adopted or placed with a guardian.

GLOSSARY OF TERMS

Probation		The County Agency responsible for providing community supervision services for juveniles and adults who have engaged in criminal activity. The Probation Department is also responsible to complete sentencing reports for the Courts and to operate a 24-hour Juvenile Detention Facility.
Public Defender	PD	The Office of the Public Defender is appointed by the Courts; to represent youth charged with having committed a crime in the juvenile justice system, and to represent adults involved in the juvenile dependency system.
<u>TERM</u>	<u>ACRONYM</u>	<u>DEFINITION</u>
Public Law 110-351		Effective October 7, 2008 and mended parts B and E of title IV of the Social Security Act to connect and support relative caregivers, improve outcomes for children in foster care, provide for tribal foster care and adoption access, improve incentives for adoption, and for other purposes. Requires that a case plan includes a plan for ensuring the educational stability of the child while in foster care and also provides for the cost of reasonable travel for the child to remain in the school in which the child is enrolled at the time of placement as an allowable foster care maintenance cost.
School Attendance Review Board	SARB	The administrative body which holds students and parents responsible for truancy.
School District Foster Care Educational Liaison		Per AB 490, every school district and County Office of Education must have an educational liaison for foster children. The duties of a liaison are to: Ensure proper school placement, enrollment, and checkout from school; Assist with the transfer of grades, credits, and records when youth transfer schools; Complete school record transfers within 2 business days, per EC 48853.5
School of Origin		This is the school that the child last attended before experiencing homelessness or the school where the child was last enrolled.
Special Education Local Plan Area	SELPA	A SELPA is a single or multi-district entity which ensures a continuum of special education services for eligible individuals with disabilities. Each SELPA has a local plan which governs its operations of State and Federal Laws

GLOSSARY OF TERMS

Student Study Team Student Success Team	SST	A formal meeting of school staff, including the classroom teacher, to discuss why a child is having difficulty and to determine a course of action to address these difficulties.
Surrogate Parent		See District Appointed Surrogate Parent
Wards		Youth in the foster care system who are under probation supervision. Placement in foster care is the least restrictive alternative in the placement continuum and is often utilized when the level of delinquency is low and the lack of parental structure/support is high.

**INTERAGENCY AGREEMENT FOR THE DELIVERY OF EDUCATIONAL
SERVICES TO SOLANO COUNTY FOSTER YOUTH**