



Foster Care Liaison Annual Meeting

August 2018

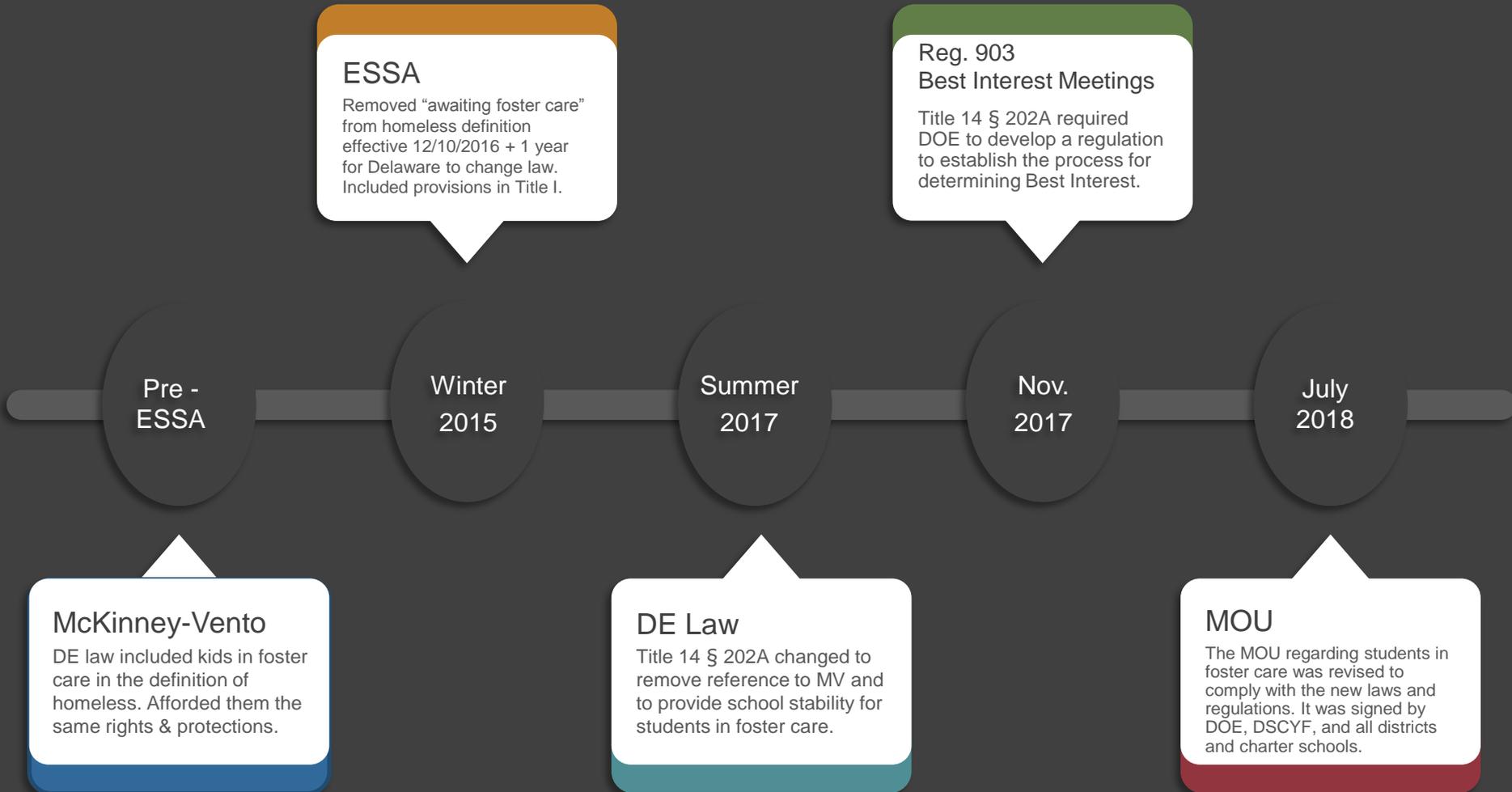


Delaware
Department of Education

Agenda

- Welcome and Introductions
- Timeline
- Review of the last meeting
- MOU Review
- eSchool Updates
- Student Safety
- New Opportunity

History



Summary of the Last Meeting

- Liaison Responsibilities
- Important Definitions
- Regulation 903 – Best Interest
- Transportation
- Comprehensive Student Summary (EdInsight Dashboard)

Presentation can be found on the DOE website at:

<https://www.doe.k12.de.us/Page/3223>

Section 2

MEMORANDUM OF UNDERSTANDING

Effective July 1, 2018



B(3) – LEAs will:

collaborate with DOE and DSCYF to help ensure the educational stability of children in Foster Care through the provision of the following protections:

- a. ensure that a child in Foster Care has the benefit of the presumption to remain in the child's School of Origin or to be immediately enrolled in a school based on the child's placement;
- b. enroll the child in Foster Care (based on the results of the Best Interest meeting) immediately (within two school days) of referral to the new school even if DSCYF is unable to produce records, or the sending school has not yet transferred the records, such as previous academic records, medical records, proof of residency, and/or other documentation.
- c. ensure that all parties understand the dispute resolution process for Best Interest Meetings for children in foster care; and **(being developed)**
- d. fulfill the Best Interest meeting responsibilities as outlined in Section B (4).

B(4) – Best Interest Meetings

The purpose of the Best Interest meeting is to determine if it is not in the child's Best Interest to remain in the School of Origin. Best Interest meetings shall be conducted in accordance with 14 *Del. C.* § 202A and 14 *Del. Admin. C.* § 903.

- a. Best Interest meetings shall occur:
 - i. when a child is placed into Foster Care;
 - ii. when there is a change in Foster Care placement;
 - iii. when the child leaves the custody of DSCYF; or
 - iv. at least once per year for a child for whom none of the above have occurred.
- b. When there is a change in Foster Care placement, even if remaining in the same school, the DFS worker must notify the LEA Foster Liaison in advance, when feasible, or Immediately and request a Best Interest meeting.
- c. The Best Interest Determination Form (approved by the DOE) will be used in the determination of Best Interest. (See Appendix D)
- d. Refer to the Consortium Discipline Alternative Program (CDAP) Guide (Appendix E) when the student is enrolled in a CDAP.

B(5) – Best Interest Decision

a. The determination of a child's Best Interest will be made by a representative of DSCYF, a representative of the child's School of Origin, and a representative of the child's school of residence based on the address of the DSCYF custody placement at the time of the determination except when the Best Interest meeting is being held because the child is leaving the custody of DSCYF. The determination will be in writing and will provide the factors considered and the rationale.

B(6) – After the Meeting

- a. When a determination is made that remaining in the School of Origin is not in a child's Best Interest:
 - i. The LEA of the new school will ensure the child is enrolled in the new school (based on the determination made in the Best Interest meeting) Immediately (within 2 school days) after the DSCYF staff has provided registration materials (including IEP, if applicable).
 - (A) The LEA of the new school will accept a DSCYF letterhead statement as proof of residency of a child in Foster Care with the placement address identified.
 - (B) The LEA of the new school will accept registration materials from DSCYF via fax or email and schedule a meeting or a teleconference with the Treatment or DFS Caseworker within five business days to discuss the child's educational placement.
 - ii. The LEA of the new school will Immediately contact the school last attended to obtain relevant academic and other records.
 - iii. The LEA of the School of Origin will Immediately transfer the child's relevant academic and other records to the new school.
 - iv. The LEA of the new school shall Immediately apply full credits and is encouraged to accept partial credits to benefit the student pursuant to 14 DE. Admin. Code § 505.10.
 - v. The LEA of the new school will host a Best Interest meeting in accordance with 14 DE. Admin. Code § 903.
 - vi. The DFS Caseworker will:
 - (A) When necessary, provide/arrange for transportation to the school, determined in the Best Interest Meeting, until LEA transportation is established.
 - (B) Provide the school with any information DSCYF has regarding the last school of attendance, grade, credits, and whether the child is receiving special education services at the time of enrollment.
 - (C) Provide the school with proof of legal custody, with any court order appointing the child's legal representative, and an authorized list of contacts and those authorized to pick the child up, including making the school aware of any No Contact Orders.
 - (D) Request the assignment of an Educational Surrogate Parent (ESP) for any child in Foster Care who receives or may be in need of special education services and is eligible for an ESP under state or federal law.
 - (E) Withdraw the child Immediately from his or her School of Origin at the conclusion of the Best Interest meeting.
 - (F) Attend any Best Interest meeting scheduled for the child.

B(7) – Disputes Relating to Best Interest Meetings

- a. The Secretary of the Department of Education, or their designee (“the Secretary”), shall resolve any unresolved dispute regarding Best Interest under this agreement.
- b. The request to the Secretary for resolution will be in writing, will state the basis for the request, and may be made only by:
 - i. LEA Foster Liaison;
 - ii. DFS Caseworker;
 - iii. Parent;
 - iv. Relative Caregiver pursuant to 14 *Del. C.* § 202; or
 - v. Education Decision Maker pursuant to appointment by the Family Court.
- c. The request for dispute resolution must be submitted by the disputing party to the Secretary within five (5) school days of receiving notification of the Best Interest decision.
 - i. The entire dispute package, including all documentation and related paperwork, is to be submitted to the Secretary in one consolidated and complete package via email or the US Postal Service. It is the responsibility of the requesting person to ensure that the dispute package is complete and ready for review at the time it is submitted to the Secretary.
 - ii. The Secretary, in consultation with other appropriate parties, if necessary, shall make a final decision within ten (10) business days of receipt of the dispute.

In Progress: A clear process and documents are being developed that will go into Regulation.

B(8) - Transportation

- Transportation must be cost effective.
- Transportation for a student who is attending their school of origin instead of their school of residence will be reimbursed if it meets the guidelines set forth in the MOU.
- DOE will not reimburse for additional transportation costs related to extracurricular activities.
- The MOU very specifically outlines “cost effective” and reporting requirements.
- This section of the MOU is managed by the DOE Operations Support Team.
 - This team will communicate the necessary information to the LEA transportation supervisors.

Section 3

ESCHOOL



DOE Foster Care

Menu → Registration → DOE Foster Care

DOE Foster Care 📄 🔍

New entry: Click the Save icon to create the screen for this student. ✕

DOE Foster Care Fields

School Year*	Foster Care	Do Not Share FC Status	DFS Worker	DFS Worker Phone Number	Foster Care Entry Month/Year	Foster Care Exit Month/Year	
<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

- This will be updated monthly by DOE upon receipt of the DSCYF data file.
- Used for verification purposes for transportation reimbursement, accountability, etc.
- Each SY will show as a new entry.
- Once this is rolled out, EdInsight report will generate this information. It will need to be checked regularly to ensure accuracy. Email Jenn Davis with any irregularities.

Thoughts & Feedback?

DOE Foster Care BIM

Menu → Registration → DOE Foster Care BIM

DOE Foster Care BIM 📄 🔍

New entry: Click the Save icon to create the screen for this student. ✕

DOE Foster Care BIM Fields

Meeting Date*	Foster Care Coordinator*	Meeting Attendees*	Current Building*	Date of Placement Change	Meeting Decision*	Enter Other Meeting Decision	School to Attend*	Notes	School of Origin Transportation
<input type="text" value=""/>									

- No Longer Eligible for Services
- Other
- Transition to School of Residence
- ?
- Remain in School of Origin

- This will need to be updated by the liaison.
- Used for verification purposes for transportation reimbursement, accountability, etc.
- As a meeting is entered, another line will appear.

Thoughts & Feedback?

Section 4

STUDENT SAFETY



Student Safety

In some cases, the parent(s)/guardian(s) of students in foster care are not permitted to know where the student is living due to safety concerns. Since their rights have not been terminated, they are still permitted to have access to educational information. The document provides recommendations of ways to ensure the safety of the students. LEAs should still review their other policies and practices that may not be covered in the document.

Please refer to the [Safety of Students in Foster Care](#) document provided.

New Opportunity

Forming a collaboration workgroup of foster care liaisons and DFS workers to meet quarterly.

Purpose is to expand communication, increase understanding and improve outcomes for kids in care.

If you are interested, please sign-up in the back before you leave.

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