

**Memorandum of Understanding**

Between

(Insert school district name here)

and

Iowa Department of Human Services

To DE 2/15/17  
to send out  
for POCs

Agreement to Implement the Educational Stability Provisions of the *Every Student Succeeds Act* and the *Fostering Connections to Success and Increasing Adoptions Act of 2008*

This agreement is between \_\_\_\_\_ Community School District ("District") and the Iowa Department of Human Services ("DHS"). The intent of this agreement is to implement the requirements to ensure educational stability of children in foster care, as set forth in the Every Student Succeeds Act ("ESSA"), Pub. L. 114-95, and the Fostering Connections to Success and Increasing Adoptions Act of 2008 ("Fostering Connections"), Pub. L. 110-351.

*I. Agreement Mandatory*

The parties acknowledge that they must execute this agreement and that it has mandatory terms.

*II. Definitions*

The following definitions apply to this agreement.

A. "*Child*" means any individual through age twenty-one who is entitled to a free public education through grade twelve, and includes individuals eligible for services under IDEA Parts B and C. 34 C.F.R. § 200.103(a)(1).

B. "*District*" or "*school district*" includes any public school corporation, whether in Iowa or in another jurisdiction. This includes any preschool program operated by the District, including statewide voluntary preschool program partnerships.

C. "*Foster Care*" means

24-hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and preadoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the State, Tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is Federal matching of any payments that are made. 45 C.F.R. § 1355.20(a).

D. "*Include*" means that the items named are not all of the possible items that are covered, whether like or unlike the ones named.

*III. Single Point of Contact*

The District will designate its required single point of contact for foster care matters and make that individual's contact information publicly available. DHS will designate its required point of contact for foster care matters and make that individual's contact information publicly available.

The individuals designated as the point of contact for DHS and the LEA need to have sufficient capacity and the necessary resources to fulfill their duties under ESSA. Suggested duties of the point of contact include, but are not limited to:

- a) Notifying LEA point of contact when the child enters or changes foster care placement;
- b) Coordinating student information and services between the DHS/LEA point of contact;
- c) Facilitating immediate enrollment in the school district and transfer of records;
- d) Facilitating data sharing between DHS/LEA and addressing data obstacles;
- e) Facilitating implementation of transportation procedures;
- f) Preventing and resolving best interest and transportation disputes;
- g) Monitoring attendance and enrollment of children in foster care; and
- h) Providing professional development and technical assistance regarding school stability and educational supports for children in foster care to LEA colleagues, DHS local staff, child welfare providers, youth, foster care providers, and foster parents.

The District will promptly notify the local DHS point of contact and the Department of Education's point of contact whenever the single point of contact is changed, and will make that new individual's contact information publicly available.

In making the single point of contact's contact information publicly available, the District will, at a minimum, include that information on its web page and in its annual notices to students and parents.

Any rules adopted or guidance issued by the Department of Education and Department of Human Services on single point of contact shall be deemed a part of this agreement.

#### *IV. Educational Stability: Remaining in School of Origin; Best Interest Determination*

The District and DHS assure that all children in foster care will remain in their school of origin, unless their best interests required otherwise. For this purpose, "school of origin" is the school in which the child was enrolled at the time the child was placed into foster care. If a child's foster care placement changes while in foster care, the child's school of origin is the school the child was attending at the time of the placement change. The school of origin may be a school within the District or it may be a school within another school district.

In considering whether a child with a disability's best interest requires attendance in a different school, the District shall ensure compliance with the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973, as well as relevant state statutes and rules.

In considering whether a child who is an English learner's best interest requires attendance in a different school, the District shall ensure compliance with Title VI of the Civil Rights Act of 1964 and the Equal Educational Opportunities Act of 1974 (EEOA), as well as relevant state statutes and rules.

DHS, the District, and any other school district involved shall collaborate to make a decision about whether it has been established that it is in the child's best interest to not remain in the child's school of origin. The District and DHS agree to consider all relevant factors and information to determine whether it is in the child's best interest not to remain in the school of origin. Any rules adopted or guidance issued by the Department of Education and Department of Human Services on making best interest determinations shall be deemed a part of this agreement. Transportation cost shall not be considered in the best interest determination.

This best interest determination shall be made prior to foster care placement, except in the case of an emergency removal. In the case of an emergency removal, the best interest determination shall be made within 5 business days of emergency foster care placement.

Unless not feasible and appropriate, the child shall remain in the child's school of origin pending the outcome of the best interest determination, including any dispute resolution pursuant to paragraph VIII of this agreement.

In all foster care placements occurring before December 10, 2016, a best interest determination shall be deemed to have occurred leading to the child's current placement, unless evidence indicates the original best interest determination needs to be revisited.

*V. Educational Stability: Immediate and Appropriate Enrollment*

If it is in the child's best interest not to attend the school of origin, the child is entitled to immediate and appropriate enrollment.

For purposes of this agreement, "immediate" means as soon as the best interest determination has been made, and without regard to whether records, forms, tuition, fees, or costs typically associated with school enrollment have been provided. If the child is under long-term suspension or expulsion from the school of origin, compliance with Iowa Code section 282.4 is required before enrollment in a new school.

For purposes of this agreement, the District shall ensure that it transfers records for within-District school transfers, that it transmits records to another District if the child's best interests requires attendance in a school in another school district, and that it requests records for children who are coming from another school district. Iowa Code section 280.29 requires records transfers to occur within five days of any change in school of attendance.

For purposes of this agreement "appropriate" means that covered children are "regularly attending and fully participating in school and that their educational needs are being met." Any rules adopted or guidance issued by the Department of Education and Department of Human Services on making decisions about the appropriateness of enrollment shall be deemed a part of this agreement.

In considering the appropriateness of enrollment for a child with a disability, the District shall ensure compliance with the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973, as well as relevant state statutes and rules, including that the appropriateness of such enrollment is determined by the IEP team required by the applicable statute.

In considering the appropriateness of enrollment for a child who is an English learner, the District shall ensure compliance with Title VI of the Civil Rights Act of 1964 and the Equal Educational Opportunities Act of 1974 (EEOA), as well as relevant state statutes and rules.

#### *VI. Transportation*

The District and DHS adopt the following written procedures for providing, arranging, and funding transportation for children who are in foster care to remain in their school of origin.

Transportation under this agreement shall be provided in a "cost-effective manner and in accordance with section 475(4)(A) of the Social Security Act." Districts shall use existing transportation routes and arrangements, to the extent available and practicable. Districts shall consider the needs of children in foster care when establishing transportation routes and arrangements. Districts shall cooperate with other districts to ensure their joint compliance with this requirement.

The District and DHS shall collaborate to establish the most effective means of transportation available. The means of transportation could include school transportation vehicles, public or regional transportation, and/or foster care providers. The local point of contact in the District of origin shall coordinate the transportation of the child between the school of origin and the foster placement.

Additional costs incurred in providing transportation to maintain a child who is in foster care in the child's school of origin shall be the financial responsibility of the parties as indicated below:

- 1) For a child with an intra-district foster care placement entry/change, the District of origin is responsible for transportation costs;
- 2) For a child with a foster care placement entry/change to a District contiguous to the District of origin, the District of origin is responsible for the transportation costs to the closest regular bus route in the contiguous District and the contiguous district is responsible for the transportation costs within its District boundaries;
- 3) For a child with a foster care placement entry/change to a District not contiguous to the District of origin, the District of origin is responsible for the transportation costs to its district boundaries and DHS is responsible for the transportation costs from the foster placement to the District of origin's boundaries;
- 4) For a child with a foster care placement entry/change to a District outside the State of Iowa, the District of origin is responsible for the transportation costs to its district boundaries and DHS is responsible for the transportation costs from the foster placement to the District of origin's boundaries; and
- 5) For all other foster care placement entry/changes not covered above, the District of origin and DHS shall share the transportation costs equally.

The District, DHS, and any other district incurring additional transportation costs shall track those costs and report them to their respective state level point of contact for review. The process of tracking and reporting additional transportation costs shall be established in time and manner by the Department of Education and the Department of Human Services.

Disputes about transportation shall be resolved pursuant to paragraph VIII of this agreement. During the pendency of any dispute under this paragraph, the District of origin shall provide transportation if the district operates the school of origin.

The District hereby agrees to waive any local policy, practice, or procedure that would serve as a barrier to providing transportation pursuant to this paragraph, such as restrictions on its vehicles entering other districts' boundaries or other district vehicles entering its boundaries.

Any rules adopted or guidance issued by the Department of Education and Department of Human Services on foster care placement transportation shall be deemed a part of this agreement.

*VII. Sharing Information and Data; Protecting Personally Identifiable Information and Maintaining Confidentiality*

The District shall provide such information to DHS as necessary for DHS to incorporate educational needs and concerns into the case plan or other plan for each child subject to this agreement. This disclosure of information is specifically authorized by the Uninterrupted Scholars Act, a 2013 amendment to the Family Educational Rights and Privacy Act ("FERPA").

DHS shall provide to the District such information as required to effectively participate in making a best interest determination and for "immediate and appropriate" enrollment in school for each child subject to this agreement without requiring a release. This disclosure of information is specifically authorized by Senate File 2288, and Iowa Code section 217.30, as well as being required by ESSA. DHS recognizes that the privacy protections required by FERPA are comparable to the privacy protections required by section 217.30. All HIPAA protected health and child abuse information still requires a release to be shared.

Consistent with Agreement and with state and federal law, the District and DHS shall protect confidential information from redisclosure unless specifically authorized by this agreement and state and federal law. The District and DHS shall report unauthorized releases of exchanged data to the other party, and cooperate in taking appropriate corrective action.

The District and DHS shall comply with all terms and conditions of the Interagency Agreement for Exchange of Confidential Information, initially executed in February 2015 by DHS, DE, Juvenile Court Services, and Division of Criminal and Juvenile Justice Planning.

Any rules adopted or guidance issued by the Department of Education and Department of Human Services on sharing information and data shall be deemed a part of this agreement.

#### *VIII. Dispute Resolution*

The District and DHS agree to attempt to voluntarily resolve any disputes arising under this agreement. The District and DHS agree to seek technical assistance in implementing this agreement, including from the DE, from DHS, and from the Iowa Judicial Branch.

Any unresolved dispute under paragraphs IV, V, VI, and VII of this agreement shall be resolved by the directors of DE and DHS, or their designees.

Any rules adopted or guidance issued by the Department of Education and Department of Human Services on dispute resolution shall be deemed a part of this agreement.

#### *IX. Miscellaneous Provisions*

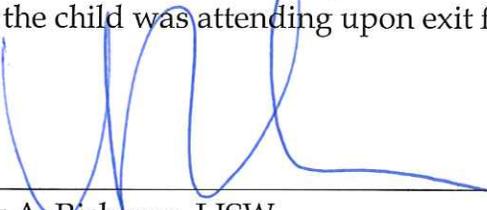
This agreement may be amended in writing from time to time by mutual consent of the parties. All amendments to this agreement shall be fully executed in writing by all parties.

The parties agree to monitor the implementation of this agreement, meet annually (or more frequently if requested by either party) to discuss its status and any pending disputes, and amend the agreement accordingly.

In case any provision contained in this agreement shall for any reason be held to be invalid, illegal, unlawful, unenforceable, or void in any respect; the invalidity, illegality, unenforceability, unlawful, or void nature of that provision shall not affect any other provision and this agreement shall be considered as if such invalid, illegal, unlawful, unenforceable, or void provision had never been included herein.

This agreement does not apply to children in foster care whose school of enrollment when they entered foster care is not a public school. This agreement imposes no obligation on the District to pay private school tuition or to provide transportation to attend the nonpublic school, unless it would have been obligated to provide such transportation pursuant to some other legal authority. In that instance, DHS or the child's family may voluntarily continue to pay tuition for nonpublic school attendance. In the absence of tuition or a waiver of tuition by the nonpublic school, the District and DHS shall determine what public school is the appropriate setting to maximize school stability.

This agreement no longer applies once a child is no longer in foster care; however, the District and DHS shall attempt to allow the child to complete the school year in the school the child was attending upon exit from foster care.

  
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Wendy A. Rickman, LISW  
Administrator, Division of Adult, Children and Family Services  
Iowa Department of Human Services

2-15-17

\_\_\_\_\_  
Date

\_\_\_\_\_  
District of Origin Representative

\_\_\_\_\_  
Date

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between

(Insert school district name here)

and

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