

## EDUCATIONAL TIPS OF THE WEEK

Become familiar with Policy 151  
Educational issues for children in custody

Memorandum of understanding

The purpose of the MOU is to allow children the opportunity  
To receive educational stability

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| <ul style="list-style-type: none"><li>• When any child is in custody and placed "at home" the social worker is responsible as the legal guardian to enroll the child in the school district of their town of residence.</li></ul>   |
| <ul style="list-style-type: none"><li>• When any child is in custody and is placed outside of the district of the parental residence, the social worker is responsible as the legal guardian to enroll the child in the school district of their town of residence.</li></ul> |

The mou addresses the following issues

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| <ul style="list-style-type: none"><li>• If you want to keep your student in the home school district.</li></ul>   |
| <ul style="list-style-type: none"><li>• If you want to have a student stay in a school district where neither parents live and the student is placed in a school district where neither parents live.</li></ul>         |
| <ul style="list-style-type: none"><li>• If your student was placed outside their home district and attended school there, and then was placed at home, there is no formal mechanism to keep students who have</li></ul> |

<p>been placed at home in the "non-resident" school district.</p>
<p>The week of 2/23/09, there was testimony provided to the legislature regarding the previous bullet. Legislation needs to change to provide children reunifying with primary parents the availability of remaining in the school of non-residence.</p>
<p>The week of 2/23/09, there was testimony provided to the legislature regarding children's educational status during the ECH and TCO process. More information to follow soon.</p>
<ul style="list-style-type: none"> <li>• MOU acceptance is good for only one school year.</li> </ul>
<ul style="list-style-type: none"> <li>• Call or email the schools now! As soon as you are aware that a child may be changing schools or you are in need of making a request, take action with your educational partners. (Even during vacation periods) The contact folks do check their voice mail and email over the summer. There may be staff turnover, but the numbers stay the same</li> </ul>
<ul style="list-style-type: none"> <li>• For any child who has attended a school in a district that they did not reside, you must ask permission for the new school year via the procedure identified in the MOU.</li> </ul>
<ul style="list-style-type: none"> <li>• When a child moves and is state placed educationally, social workers must write a letter to the contact person at the preferred school requesting permission for the child to remain at the school on the day of the change of placement. This letter needs to be CC'd to principal and superintendent of the preferred school as well as the principal and superintendent of the school district in which the child resides. Fax or email your requests on the day of the placement change followed with hard copies in the mail. There is a form letter for this.</li> </ul>
<ul style="list-style-type: none"> <li>• An educationally "state placed" child is one who lives in a school district where either parent resides.</li> </ul>
<ul style="list-style-type: none"> <li>• There are forms to help guide you through the decision making process regarding what is in the best interest of the child educationally. These forms are called 'Questions to Consider'. Supervisors and Resource Coordinators have these forms.</li> </ul>

## SPECIAL EDUCATION ISSUES

<ul style="list-style-type: none"><li>• When a child is enrolled in an alternative educational program and the child changes towns of residence, it is necessary to enroll the child in the school district that they reside in even though they are not actually changing programs. If the child is in the custody of the state, the social worker is responsible for the enrollment process.</li></ul>
<ul style="list-style-type: none"><li>• A primary parent needs to sign the original consent for services form. A parent does not need to sign each IEP for a child in custody.</li></ul>
<ul style="list-style-type: none"><li>• An alternative educational placement is an IEP or school team decision.</li></ul>
<ul style="list-style-type: none"><li>• An Educational Surrogate Parent is a volunteer, often the foster parent, who acts as the parent in the special education process. The social worker is responsible for making the referral to the Ed Surrogate program.</li></ul>
<ul style="list-style-type: none"><li>• The school of enrollment is responsible for writing the IEP.</li></ul>
<ul style="list-style-type: none"><li>• When considering placement at a WCMH Micro residential, consult with the Micro program coordinator. They have a healthy working relationship with the school districts.</li></ul>
<ul style="list-style-type: none"><li>• When a child is new in custody and on an IEP and in an alternative educational program, both the sending and the new school district (if applicable) need to be notified.</li></ul>
<ul style="list-style-type: none"><li>• When a child comes in to custody, the current school district needs to be notified even if there is not a change in the town of residence.</li></ul>

## PRE-SCHOOL

<p>Many school districts offer preschool services for many or all of their 3-5 year old students. Essential Early Education is special education for children age 3-5 years old and is available in every district.</p>
<ul style="list-style-type: none"><li>• Children age three who may be special education eligible are eligible for EEE services. These children must be enrolled in their home school district.</li></ul>
<ul style="list-style-type: none"><li>• If an EEE eligible child changes residence be advised that you must enroll them in the school district where the child lives.</li></ul>
<ul style="list-style-type: none"><li>• When any child is in custody and placed "at home" the social worker is responsible as the legal guardian to enroll the child in the school district of their town of residence.</li></ul>
<ul style="list-style-type: none"><li>• The Family, Infant and Toddler program is for children ages 0-3 years old. It is required that all children in custody are referred for an evaluation to the Family, Infant and Toddler program prior to their third birthday. This is required provided the perpetrator is substantiated.</li></ul>
<ul style="list-style-type: none"><li>• Triple E is a "special education" legal process. IDEAB (Special Ed law) It is required that the child be assigned a surrogate parent. This is congruent with IEP process.</li></ul>

## Local education agency

<ul style="list-style-type: none"><li>• The LEA is responsible for students who are special education eligible when they go to a</li></ul>
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residential program. The LEA is where the parents reside. If the parents reside in two different school districts, then the DOE Commissioner decides which school district is the LEA.
<ul style="list-style-type: none"> <li>• The above information is applicable to Woodside residential wing.</li> </ul>
<ul style="list-style-type: none"> <li>• Bennington 204 Depot students will be enrolled at Mt. Anthony High School and will need to be enrolled by their social worker prior to the beginning of a school year or on the day of the placement.</li> </ul>
<ul style="list-style-type: none"> <li>• The credit obtained at Mt. Anthony HS may not be a full High School equivalent credit.</li> </ul>
<ul style="list-style-type: none"> <li>• LEA is an agency. There may be many representatives in a supervisory union. Social workers can contact the Special Education Director of the supervisory union to schedule meetings for children on an IEP.</li> </ul>

### Miscellaneous

<ul style="list-style-type: none"> <li>• When the parent moves, make sure to change the parent address in the data field in your database, because DOE relies on the information they receive from DCF Family services to verify state-placed student status and reimburse schools.</li> </ul>
<ul style="list-style-type: none"> <li>• When you enroll a child in school, be sure to write a request on the bottom of the enrollment form to have the report cards sent to you as well as where they reside.</li> </ul>
<ul style="list-style-type: none"> <li>• All Social workers per policy need to be receiving report cards for any child on their case load.</li> </ul>
<ul style="list-style-type: none"> <li>• School information must be entered on the bottom of placement forms so it can be entered into the computer for tracking purposes.</li> </ul>

### Towns that have choice of high school

When students are living in a town where there is a choice for high school, the student must be enrolled in the elementary school in that town and receive a voucher for the high school of choice. Once enrolled in the high school of choice with the voucher, that high school is responsible for monitoring an IEP when applicable.

When a child moves into a town where the high school is of choice, follow the procedures stated above.

Towns where the high school is one of choice, transportation is not provided for the student to travel to the high school.