



ARIZONA DEPARTMENT OF
EDUCATION

Foster Care Education: Transportation

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Objectives

- Collaboration with the child welfare agency to ensure transportation to the school of origin



Transportation to School of Origin Only

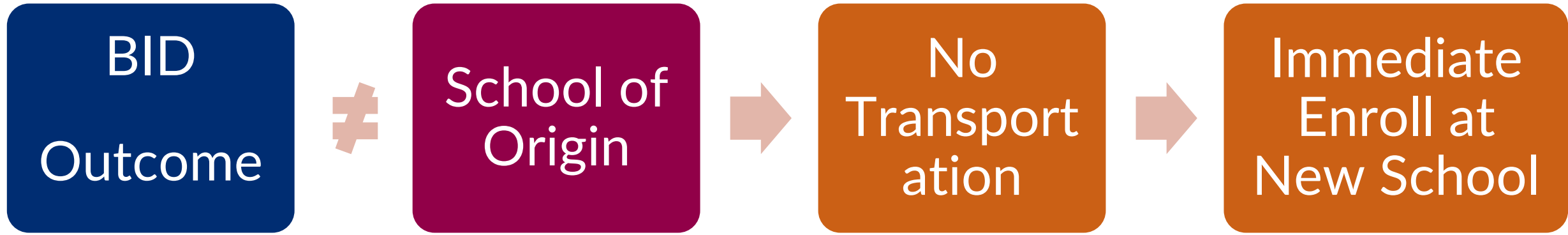
BID Outcome



School of
Origin



Transportation





Shared Responsibility

Transportation

Shared Responsibility of Transportation.



“... shared responsibility of **CWAs** and **LEAs** to ensure educational stability, CWAs are encouraged to continue to work with the appropriate LEA(s) ... for providing and funding transportation to... their school of origin...” --Joint Guidance



Statute Language for Transportation

Transportation Plan



“(B) ... clear written procedures governing how transportation to maintain children in foster care in their school of origin... for the duration of the time in foster care...

“(i) ... promptly receive transportation in a cost-effective manner...” -- 1112(c)(5)(B)

Child Welfare Agency
Reimburses

Additional Costs
1112(c)(5)(B)(ii)

Both Share Costs

Local Education
Agency Pays



School of Origin Transportation Considerations

Promptly

Transportation provided promptly.

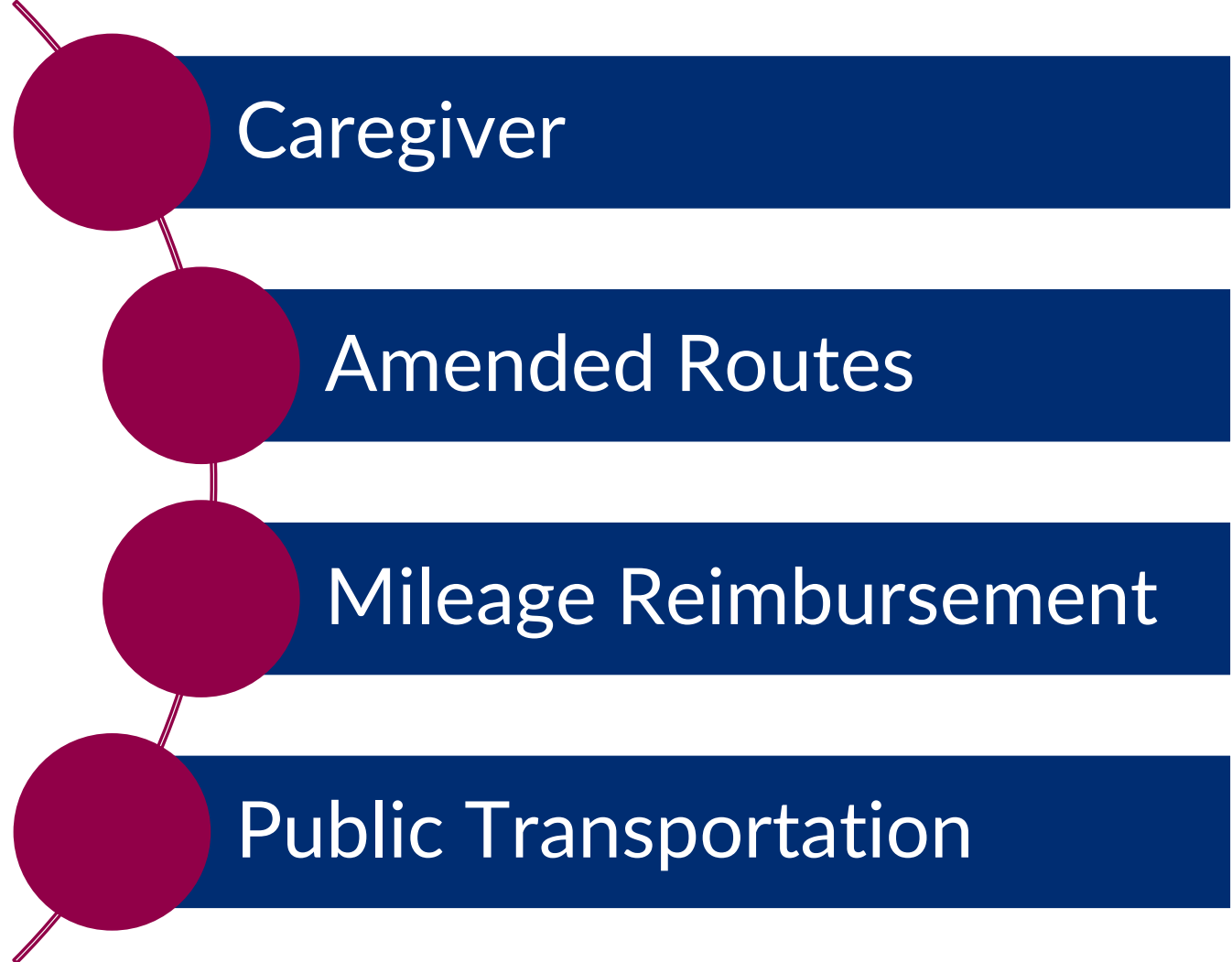
“LEA’s written transportation procedures ... for providing, arranging, and funding school of origin transportation ... to be provided without undue delay—e.g., within three business days of the completion of the BID process.” -- Joint Guidance

Cost-effective

Transportation provided in a cost-effective manner.

“An LEA and State or local child welfare agency should also consider how school of origin transportation can be provided for minimal or no additional costs.” -- Joint Guidance

Minimal Cost Options



Foster Parent

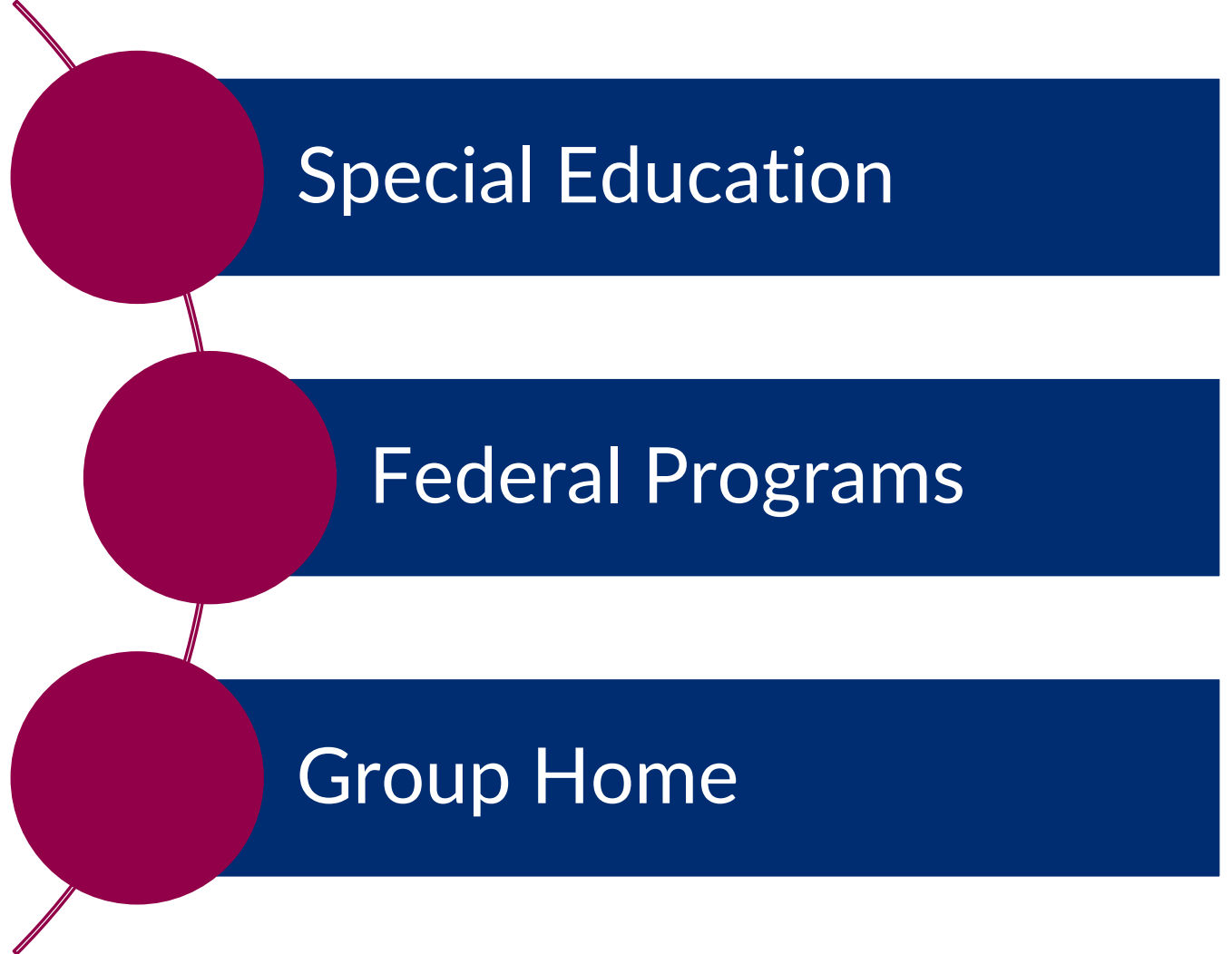
Family Foster Home Agreement (2.7)

- School District of Origin

AAC R.21-6-316.

- Provide or Arrange Transportation
 - Appropriate, Local, & Routine
 - Meet Needs

No Additional Cost Options



Related Service

Transportation, as a related service in IEP, responsibility of the LEA.

“Yes. The LEA ... is responsible for providing transportation ... if transportation is listed as a related service in the student’s IEP, regardless of whether the student is in foster care... IDEA, Part B funds... can be used... (34 C.F.R. § 300.202).” -- Joint Guidance

Foster Group Home Scope of Work

DCS Group Home Scope of Work 01.09.2024 RFP (Contract)

https://www.azed.gov/sites/default/files/2024/07/DCS_Congregate_Care_RFP_Scope_of_Work_01.09.2024.pdf

4.0 General Requirements: The contractor shall:

4.11 Assist the child(ren) with locating a spiritual or religious place of worship and provide **transportation** to and from that place of worship, and support the youth in finding connections within the community as requested by the youth with approval from the ADCS Specialist.

4.15 Support the child's **educational** activities by attending parent-teacher conferences, participating in Individual **Education** Plan (IEP), 504 plan or other evaluations, recognition events or acknowledging the receipt of an achievement.

5.0 Specific requirements: The contractor shall, but not be limited to the following:

5.2 Intake Process for each child(ren) within twenty-four (24) hours:

5.2.4 Clothing

5.2.4.2 Contractor shall provide an adequate supply of clean, like-new clothing that is age-appropriate, well-fitting, of suitable size, culturally suitable, and appropriate for the current season. This includes, but is not limited to:

No Transportation

LEAs that do not transport, still must transport students in foster care.

“These requirements apply **regardless** of whether an **LEA provides transportation** for students who are **not** in foster care ... identify how the LEA will provide, arrange, and fund **school of origin transportation** for a student in **foster care...**” -- [Joint Guidance](#)

Charter Transportation

Charter school districts must transport students in foster care.

“Yes, a **charter school** considered to be an **LEA** by the SEA must **meet** the Title I educational stability provisions’ **school of origin transportation** requirements on the **same basis** as any other LEA.” --
[Joint Guidance](#)

Academic Supports & Extra-Curricular

Academic Supports



Extra-Curriculars



“... includes transportation for needed **academic supports** ... such as **after school tutoring** and **summer learning and enrichment** programs... encouraged to provide transportation for... **other school activities** that occur **outside** the regular school day, including **extracurricular** activities...” -- Joint Guidance



How to Transport

Foster Care Transportation Procedure

Foster Care Transportation Procedure Document

Once a child in foster care is identified, the Local Educational Agency's (LEA) Foster Care Point of Contact (POC) shall be notified. The LEA Foster Care POC will execute the procedure for ensuring children in foster care that need transportation to their school of origin will promptly receive transportation in a cost-effective manner and in accordance with section 475(4)(A) of the Social Security Act (42 U.S.C. 675(4)(A)) & how that transportation will be provided, arranged, and funded. Transportation to the school of origin for children in foster care is a shared responsibility between the child welfare agency & the school of origin. This collaboration requires great partnership, creative problem-solving skills, and a student-focused mindset so children in foster care would be affirmingly supported by all foster care education stakeholders.

Local Educational Agency [[Click here to enter text.](#)]

- School (Name and Contact Info): [[Click here to enter text.](#)]
- LEA Foster Care POC (Name and Contact Info): [[Click here to enter text.](#)]
- Transportation Office contact (Name and Contact Info): [[Click here to enter text.](#)]
- Student(s) (Name and DOB): [[Click here to enter text.](#)] Grade: [[Click here to enter text.](#)]
- Placement/Caregiver (Name and Contact Info): [[Click here to enter text.](#)]
- Child Welfare Agency (CWA) POC (Name and Contact Info): [[Click here to enter text.](#)]
- CWA Specialist (Name and Contact Info): [[Click here to enter text.](#)]
- CWA Specialist's Supervisor (Name and Contact Info): [[Click here to enter text.](#)]

Foster Caregiver Address: [[Click here to enter text.](#)]

School Address: [[Click here to enter text.](#)]

Procedure

Is the child in foster care placed in this LEA's district boundaries (if applicable)?

YES ☐ **NO** ☐

- If yes, this LEA shall transport this child in the same manner as the rest of their students. If this LEA does not have boundaries or does not transport their students continue with this procedure.
- If no, continue with this procedure.

DCS Reimbursement: W-9 Form



State of Arizona Substitute W-9: Request for Taxpayer Identification Number and Certification

Submit completed form to the State of Arizona Agency with whom you are doing business with for review and authorization.

1	Type of Request (Must select at least ONE)		
	<input type="checkbox"/> New Request	<input type="checkbox"/> New Location (Additional Address ID)	<input type="checkbox"/> Change - Select the type(s) of change from the following: <input type="checkbox"/> Tax ID <input type="checkbox"/> Legal Name <input type="checkbox"/> Entity Type <input type="checkbox"/> Minority Business Indicator <input type="checkbox"/> Main Address <input type="checkbox"/> Remittance Address <input type="checkbox"/> Contact Information
2	Taxpayer Identification Number (TIN) (Provide ONE Only)		
	TIN <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	OR	SSN <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3	Entity Name (As it appears on IRS EIN records, IRS Letter CP575, IRS Letter 147C or Social Security Administration Records, Social Security Card. If Individual, Sole Proprietor, Single Member LLC, enter First, Middle, Last Name.)		
	Legal Name <input type="text"/>		
	DBA Name <input type="text"/>		
4	Entity Type (Must select ONE of the following)		
	<input type="checkbox"/> Individual/Sole Proprietor or Single-Member LLC	<input type="checkbox"/> The US or any of its political subdivisions or instrumentalities	
	<input type="checkbox"/> Corporation	<input type="checkbox"/> A state, a possession of the US, or any of their political subdivisions or instrumentalities	
	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other: Tax Reportable Entity	Description <input type="text"/>
	<input type="checkbox"/> Limited Liability Company (LLC) including Corporations & Partnerships	<input type="checkbox"/> Other: Tax Exempt Entity	
5	Minority Business Indicator (Must select ONE of the following)		
	<input type="checkbox"/> Small Business	<input type="checkbox"/> Small, Woman Owned Business- Hispanic	<input type="checkbox"/> Minority Owned Business- African American
	<input type="checkbox"/> Small Business- African American	<input type="checkbox"/> Small, Woman Owned Business- Native American	<input type="checkbox"/> Minority Owned Business- Asian
	<input type="checkbox"/> Small Business- Asian	<input type="checkbox"/> Small, Woman Owned Business- Other Minority	<input type="checkbox"/> Minority Owned Business- Hispanic
	<input type="checkbox"/> Small Business - Hispanic	<input type="checkbox"/> Woman Owned Business	<input type="checkbox"/> Minority Owned Business- Native American
	<input type="checkbox"/> Small Business- Native American	<input type="checkbox"/> Woman Owned Business- African American	<input type="checkbox"/> Minority Owned Business- Other Minority
	<input type="checkbox"/> Small Business- Other Minority	<input type="checkbox"/> Woman Owned Business- Asian	<input type="checkbox"/> Non-Profit, IRC §501(c)
	<input type="checkbox"/> Small, Woman Owned Business	<input type="checkbox"/> Woman Owned Business- Hispanic	<input type="checkbox"/> Non-Small, Non-Minority or Non-Woman Owned Business
	<input type="checkbox"/> Small, Woman Owned Business- African American	<input type="checkbox"/> Woman Owned Business- Native American	<input type="checkbox"/> Individual, Non-Business
	<input type="checkbox"/> Small, Woman Owned Business- Asian	<input type="checkbox"/> Woman Owned Business- Other Minority	
6	Veteran Owned Business <input type="checkbox"/> YES <input type="checkbox"/> NO		
7	Entity Address		
	Main Address (Where tax information and general correspondence is to be mailed)		Remittance Address (Where payment is to be mailed) <input type="checkbox"/> Same as Main
	Address Line 1 <input type="text"/>		Address Line 1 <input type="text"/>

DCS Reimbursement: Cost-Share Memo



ARIZONA DEPARTMENT of CHILD SAFETY

To: DCS Centralized Invoicing (CentralizedInvoicing@azdcs.gov)

From: DCS Education Team _____ Date: _____
(name of staff submitting request)

Phone: _____ Email: _____

Re: Request for Cost Share of Education Transportation Expenses

DCS Staff completes:

Student Name: _____ PID: _____ CID: _____

School Name: _____ School District: _____

School Address: _____

Anticipated/Actual Start Date: _____ Anticipated End Date: _____

LEA completes:

Mode of Transportation (bus, van, etc.): _____

Cost of Transportation (please specify): ☐ per mile ☐ per trip

Cost Per Mile/Trip	
Total miles/trips per month	
Total Cost of transport per month	
Cost to DCS (no more than 50%)	

DCS Reimbursement: DCS Instructions



ARIZONA
DEPARTMENT
of CHILD SAFETY

Education-Related Transportation and Cost-Share - Instructions

When the best interest determination (BID) is to maintain a child in their school of origin, a transportation plan must be developed that ensures the child is transported to and from school in a prompt and cost-effective manner that provides for optimal safety and normalcy. The [ADE Transportation Procedure document](#) is a tool that can help to guide the discussion when reviewing transportation options.

Options for education-related transportation are as follows:

- By the school (Note: in some situations, a child may be currently transported as a service of the IEP or as a current McKinney-Vento program participant).
- By the caregiver and the school (each party takes one route, or arranges an alternate bus route or pick up/drop-off location)
- By the caregiver (Note: congregate care providers are required within their contracts to provide education related transportation).
- By a private transportation vendor:
 - DCS provides
 - LEA provides
 - DCS and LEA each provide for one route
- DCS and LEA enter into a **cost-share agreement**.

Cost-Share means the LEA is providing transportation **both to and from school**, and the ADCS agrees to reimburse the LEA for 50% of the cost. The DCS Specialist documents on the BID form the discussion for transportation to and from the school of origin, ensuring preferred options have been thoroughly explored. When cost-share is the most prompt and cost-effective option available to the student, complete the following steps:



Closing & Next Steps

Feedback Survey & Certificates

Feedback survey

- Must complete survey to receive professional learning certificate in Arizona Department of Education Professional Learning and Development Blackboard & receive credit for attending the mandatory training

Recording and slides

- The recording & slides will be posted on Arizona Department of Education's [Foster Care webpage](#)

Survey Link



<https://forms.office.com/r/KDZWaDEcDt>

Questions



Thank You!



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