

Best Practices: School District Placement Decision

Student Information

Student Name:

SSID:

Grade in School:

Date of Birth:

Address:

Phone:

Email:

Guardian or Education Decision Maker:

Date of placement change:

What is the student's School of Origin?

Potential new school and district considered:

Does the student have an Individualized Education Program (IEP)? Yes No

Does the student have a 504 Plan? Yes No

If the student has an IEP, is specialized transportation identified as a related service? Yes No

How many schools has the student attended?

How many schools has the student attended this year?

What is the anticipated duration of the new placement and what is the student's permanency goal?

School of Origin Input

How long has the student been attending the School of Origin?

How connected is the student to the School of Origin? (i.e. Does the student have a sense of belonging to the school? Are they engaged with peers and have friends?)



Is the student connected to members of the School of Origin staff?

Does the student have any siblings attending the School of Origin?

Is the student's safety impacted by staying at the School of Origin?

How is the student performing academically (grades, assessment scores, etc.)?

Does the student participate in any extracurricular activities (sports, music, clubs) and if so, what are they?

Is the School of Origin meeting the student's academic and non-academic needs?

Describe any other supports and services the School of Origin provides for the student.

Best Interest Considerations

Which school does the student prefer? Why?

Have school transfers in the past affected the student emotionally, socially, academically, and physically?

How might a school change affect the student?

Does the student participate in other specialized instruction (gifted program, career and technical program)?

How would the length of the commute to the School of Origin impact the student?

Can the proposed new school meet the student's academic and non-academic needs?

How would changing schools affect the student's ability to earn full academic credit, proceed to the next grade, or graduate on time?

What are the student's academic/career goals? Does one school have programs and activities that address the unique needs or interests of the student that the other school does not have?

Could a school transfer be timed to coincide with a logical academic juncture, such as at the end of the school year or semester, or an event that is significant to the student? (Consider the academic calendars of the proposed new school(s) and the current school.)

Is there any additional information that needs to be considered?

Which Supporting Documentation was Considered?

- ✓ Report Cards and/or Progress Reports
- ✓ Assessment Scores
- ✓ Attendance Records
- ✓ IEP or 504 Plan
- ✓ Transcripts with credits (high school)
- ✓ Discipline Records
- ✓ Evaluations of Student
- ✓ Written input from absent participants
- ✓ Other

Which Factors Were Considered?

- ✓ Students' Preference (when age appropriate)
- ✓ Preference of parent(s)/guardian(s)
- ✓ Distance/duration of travel to/from school
- ✓ Anticipated duration of time in placement

- ✓ Number of placements
- ✓ Duration of time in current school
- ✓ Time of academic year
- ✓ Relationship to school staff and peers
- ✓ Engagement in extracurricular activities
- ✓ Current Educational goals and services
- ✓ School climate and safety issues on student
- ✓ Academic performance and skills
- ✓ Other Factors

Best Interest Determination Meeting Information and Attendees

Date of Meeting:

School District and Child Welfare Agency Attendees and Contacts

School of Origin Contact:

Phone:

Email:

Local School District Contact:

Phone:

Email:

Child Welfare Agency Contact:

Phone:

Email:

Additional Best Interest Determination Meeting Attendees

Role	Name	Agree with Determination
Student/Youth		
Parent		

Role	Name	Agree with Determination
Parent		
DCYF Caseworker		
Foster Care Liaison – Sending School District		
Foster Care Liaison – Receiving School District		
Caregiver/Foster Parent		
Youth’s Attorney		
CASA		
Treehouse Advocate		
Other		
Other		
Other		
Other		

Determination at End of Meeting

School district recommended placement:

Child welfare agency recommended placement:

- ✓ It is in the student/youth’s best interest to remain in the School of Origin

- ✓ It is in the student/youth’s best interest to transfer to new school, in _____ school district on _____.

Enrollment in selected school will be completed by:

The school district and child welfare agency feel that it is in the student's best interests to attend the school listed above. This decision was made because we believe it is what is best for the student. Here are the reasons for that decision:

Next Steps/Educational Services Needed

What	Who is responsible	By When

Short Term Transportation Plan (How will the student get to school until a permanent plan is established?)

- DCYF
- Foster Parent
- District
- Other

Long-term Transportation Plan: (How will the student get to school?)

Additional Notes