

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE BOARD OF SANTA ROSA COUNTY SCHOOL DISTRICT,  
FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES,  
FAMILIESFIRST NETWORK

This Memorandum of Understanding is entered into by and between the School Board of Santa Rosa County School District, the Florida Department of Children and Families (Circuit 1) and Families First Network on the 1<sup>st</sup> of September, 2017 for the purpose of implementation of provisions of the Ensuring Educational Stability for Children in Foster Care Sections 1111(g)(1)(E) and 1112 (c)(5) of the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act (ESSA).

Florida Department of Children and Families:

1. Participate in regular collaboration with Santa Rosa County School District and Families First Network through quarterly meetings to identify the needs of children in foster care and ensure smooth implementation of services.
2. Upon the receipt of authorized student records, will keep said records confidential, consistent with Florida Statutes, State Board of Education rules, and federal laws relating to Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment—U.S. Codes (20 USC 1232g), Code of Federal Regulations (CPR) for Title 34; part 99.

FamiliesFirst Network:

- 1) Participate in regular collaboration with Santa Rosa County Schools and Florida Department of Children and Families (DCF) through quarterly meetings to identify the needs of children in foster care, ensure smooth implementation of services, and verify appropriate number of children under services.
- 2) Designate a lead point of contact for students in foster care.
- 3) Agrees to reimburse excess transportation costs for students in foster care, under CBC agency supervision.
- 4) Provide additional information as deemed necessary, as allowed by law.

The School Board of Santa Rosa County School District will:

1. Designate a Local Education Agency (LEA) point of contact (POC) for students in foster care and report the POC to the Florida Department of Education (FDOE). The LEA POC will collaborate with the appropriate child welfare agency (CWA) to ensure educational stability for students in foster care. Designate a School Stability POC for all Santa Rosa Schools.
2. Develop and maintain a process to identify students in foster care. (Care of Custody Form or court document, provided by DCF or FFN) provided to school personnel and form will be used to

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enter data into Student Information System. District office will provide FFN, DDF, and school principal and School Stability Point of Contact with a list at the first of each month to ensure students in out of home care are identified.

3. Ensure that, if it is in the best of interest of the child to leave the school of origin, the child must be immediately enrolled in the new school even if they do not have the required documentation.
4. For students in foster care who leave the school of origin, the LEA will ensure that the enrolling school shall immediately contact the school last attended to obtain the child's records.

All pertinent personnel will be trained on the ESSA requirements relating to educational stability for students in foster care, and the procedures for best interest determination and transportation.

5. In collaboration with the appropriate CWA the LEA will develop and implement clear written procedures for how transportation will be provided, arranged, and funded for a child's duration of time in foster care. The LEA will ensure that if there are additional costs incurred in providing transportation to maintain children in foster care in their schools of origin, the LEA will provide transportation to the school of origin if:
  - a. The local CWA agrees to reimburse the LEA for the cost of such transportation;
  - b. The LEA agrees to pay for the cost of such transportation; or
  - c. The LEA and the local CWA agree to share the cost of such transportation.
6. Ensure that release of student information to DCF and FFN complies with Florida Statutes, State Board of Education rules, and federal laws relating to Family Educational Rights and Privacy Act (FERPA), also known as the Buckley Amendment—U.S. Codes (20 USC 1232g), Code of Federal Regulations (CPR) for Title 34; part 99.


This three (3) page Memorandum of Understanding (MOU) is not a binding contract. It is an expression of cooperation for the purpose of providing services to clients and coordinating activities to the extent possible and as allowed by law. No contract rights attach to this MOU for any of the parties or for any third party benefits. This MOU is effective upon signing and shall end two years from the date of signing. A party may terminate their involvement in the MOU without cause upon written notice to the remaining parties. This agreement may be amended at any time by mutual consent of the parties and reduced to writing.

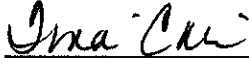
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Tim Wyrosdick, Superintendent  
Santa Rosa County School District

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Date

  
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Shawn Salamida  
President, Families First Network

  
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Date

  
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Tina Cain, Operations Manager  
Department of Children and Families

  
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Date