



# Education

## August 2016

### CASEWORKER RESPONSIBILITIES FOR STUDENT ENROLLMENT

### IN THIS ISSUE: WHAT IS RTI?

Work with placement to ensure student remains in his/her "school of origin"

#### Enrollment Documents

- Form 2085 Placement Authorization - (court order establishing DFPS custody, by request)
- Form 2085E - Education Decision-Maker (EDM)
- Ensure a copy of Form 2085E - Education Decision-Maker sent to caregiver. Form to school and filed with the court within 5 days
- Copy of child's birth certificate
- Immunization Record
- Documents for special education, Section 504 services
- School Withdrawal Form, if applicable

#### For IMPACT / Case file

- Update Person characteristics, including disability status
- Update the Education Page including school, grade, special programs, graduation, GED
- Check IMPACT box to document child has Education Portfolio

#### The caseworker must make sure:

- ✓ The caregiver has the child's updated Education Portfolio
- ✓ The caregiver signs the "Opt out" school form prohibiting use of corporal punishment
- ✓ A copy of Form 2085 - Placement Authorization and 2085E Education Decision-Maker is provided to the caregiver *and* school

#### In the Education Portfolio

- Form 2085 Placement Authorization
- Form 2085E - Education Decision-Maker (EDM); Name the Surrogate Parent, if applicable
- Give the Education Portfolio to the Caregiver
- Copy of the child's birth certificate
- Immunization Record
- School transcripts, records
- Documents for special education, Section 504 services
- School Withdrawal Form, if applicable/available

## CAREGIVER RESPONSIBILITIES FOR STUDENT EDUCATION

### Enrollment

#### Student must be enrolled in school within 2 days

- Take [Form 2085 - Placement Authorization](#) and [Form 2085E - Designation of Education Decision-Maker](#) to school registrar for enrollment - (court order establishing DFPS custody, by request)
- School Withdrawal Form, if applicable

**Additional documents needed for school enrollment. Must be provided to school within 30 days of enrollment**

- Copy of child's birth certificate
- Immunization Record
- Documents for special education, Section 504 services
- Caregiver must sign "OPT OUT" of corporal punishment on school enrollment forms
- Ensure student is enrolled in (free) National School Lunch Program.
- See school counselor to prepare Individual Graduation Plan for students entering 9<sup>th</sup> grade



### Caregiver and School Involvement

- Contact the School District Foster Care Liaison to facilitate enrollment or request school records
- Notify Special Education Director if student receives special education or Section 504 services
- Get the school supply list
- Assist student in selecting courses
- Meet the teacher
- Participate in school-related meetings, including School Night, special education meetings
- Encourage the student to join a school activity such as Science Club, Pep Squad, Choir
- Contact CPS Daycare coordinator if you require daycare, before school, after school care for the student

### Education Portfolio

- Form 2085 Placement Authorization
- Form 2085E - Education Decision-Maker (EDM)
- Copy of the child's birth certificate
- Immunization Record
- School transcripts, records
- Child's school pictures
- Documents for special education, Section 504 services
- School Withdrawal Form



**For ALL Students**

- Introduce the student to his school. Find his classroom, lunchroom, restroom, library, gym
- Review the Student Code of Conduct and school rules with the elementary and high school students
- Practice walking or taking the bus to school
- Make sure student has emergency contact numbers

## Education Notes

Excused Absence Letter  
for students in foster care  
Caseworkers and Caregivers

Excused absence for school  
now includes student  
requirements in child's service  
plan

Letter will be posted on the  
Safety Net Education Page in  
late August 2016

**Trauma-informed care  
acknowledges the role that  
trauma has played in patients'  
lives, shifting the question from  
"What is wrong with you?" to  
"What happened to you?"**

For online training on  
Trauma Informed Care



Education Service Center 10  
<http://www.region10.org/foster-care/>



**1 in 4 children in America grows  
up without learning how to read**

\*DoSomething.org

**Children in foster care are two  
grades behind in reading and  
math**

\*Casey Family.org

**Goal: Read 20 minutes a day**

**Access school library online**

**Get a FREE Public Library Card**

**Check out YMCA, Boys and Girls  
Club, and public library for  
reading programs and tutoring**

**HHSC  
Foster Care  
Ombudsman**



Students in foster care can  
receive confidential help with  
questions and problems with  
CPS and other Texas Health  
and Human Services agencies.

**Toll-free 1.844.286.0769**

Monday-Friday 8 a.m.-5 p.m.

[www.hhsc.state.tx.us/ombudsman/  
foster-care.shtml](http://www.hhsc.state.tx.us/ombudsman/foster-care.shtml)

**Every Student Succeeds Act  
ESSA**

Federal law requiring children  
in foster care to remain their  
"school of origin"

Child welfare and schools to  
address transportation and  
education issues (Dec 2016)

Coming up: Information and  
training by CPS Regional  
Education Specialists

## Connections

### Communities in School (CIS)

School-based programs offering variety of services to at-risk students, including tutoring, mentoring, school supplies, healthcare

[See school counselor](#)

### Autism Spectrum Disorder (ASD) affects a child's

- Social interaction
- Communications
- Behavior and Interests

Refer to ECI if you suspect a child younger than 3 may have a disability or delay

Refer to STAR Healthcare if child is 3 or older for assessment

[Early diagnosis and treatment is key for child's success](#)

### Texas Parent to Parent

[www.Txp2p.org](http://www.Txp2p.org)  
1-866.896.6001

A statewide organization with local chapters for parents and caregivers providing care for children and youth with disabilities. They have up-to-date information on Medicaid changes, transition planning, best practices for your child's education, and access to local resources. The organization offers a variety of statewide conferences and workshops to parents, free or with stipends available.

Also see: [NavigateLifeTexas.org](http://NavigateLifeTexas.org)

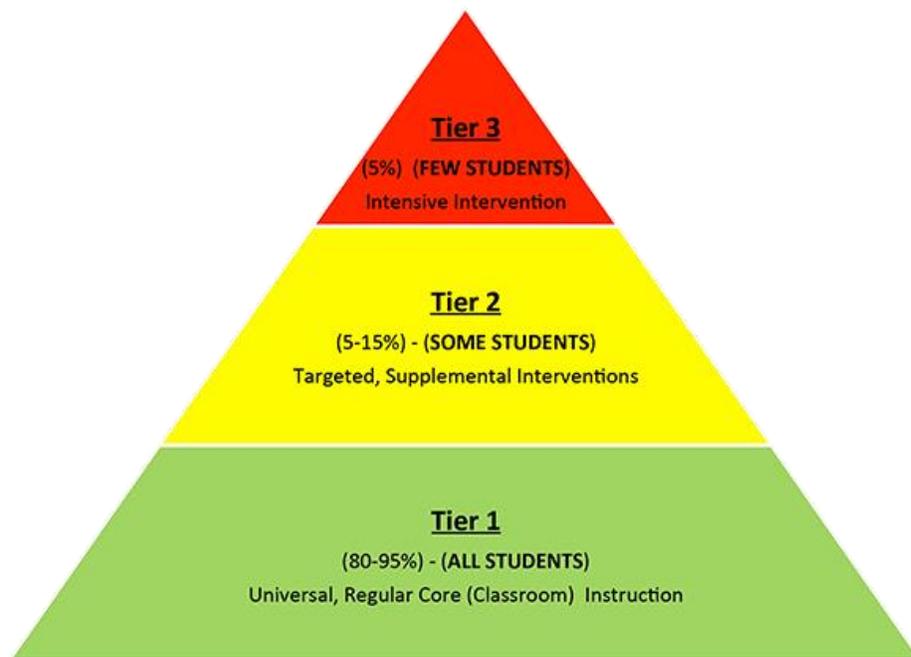
## Let's Talk About RTI Response to Intervention

### What is RTI?

Response to Intervention (RTI) is an evidence-based school program that offers additional instructional strategies for students struggling to meet grade-level standards. Most RTI programs focus on reading and math in the elementary grades.

### Who participates in the RTI program?

Students can begin the RTI program in the general classroom and the entire class participates in Tier 1. If some students need to master grade level skills, they will receive instruction in a smaller group in Tier 2. Students in Tier 3 may need more individualized or intense instruction on a one-to-one basis.



### Things to remember . . .

1. RTI is not the same as, nor a substitute for, special education.
2. Students **do not** have to complete all three tiers to be assessed for eligibility for special education.
3. Notify your Regional Education Specialist if you need assistance or support with the school or teacher.

## Frequently Asked Questions (FAQs)

### Education Specialists

#### 1. What is an Education Specialist?

- CPS Subject Matter Expert for Education, Special Education and many school-related issues

#### 2. What is the Role/Responsibility of the Education Specialist?

- CPS Regional Education Specialists serve as consultants, advocates, liaisons, trainers and expert educational resources to support the best educational outcomes for children in DFPS/CPS conservatorship.

#### 3. How do I contact an Education Specialist?

- Call, email or stop by their office. Leave a clear message. Avoid waiting until the last minute for assistance.

#### 4. Under what circumstances might I need an Education Specialist?

- When you need guidance, information, support or resources in addressing educational decisions for CPS youth in any stage of service
- When an exceptions or waiver is needed to pursue a non-standard education option
- When you need a Pre-K eligibility letter
- When you need a school added to the IMPACT Resource list
- To assist during important case, transition, permanency, school planning meetings, or attend a complex ARD with you

#### 5. What does the Education Specialist need from me in order to assist?

- Detailed description of your concerns, needs and attempts to resolve the matter
- The child's grade and identifying information (DOB, PID# etc.)
- School information ( name, district, contact personnel)
- Identify any suspected/diagnosed disabilities
- Supporting documents (psychological reports, school records, FIE, IEP etc.)

#### 6. What are some duties NOT performed by the Education Specialists?

- Test, diagnose or evaluate children
- Write curriculum, lesson plans, or Individualized Education Plans (IEP)
- Provide tutoring to children having difficulty in school
- Visit schools to ensure children are in regular attendance
- Represent children and youth who are not in DFPS conservatorship in school-related meetings

## CPS Education Specialists

### Region 1

Rosa Masilang  
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Kimberly Pendleton  
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### Region 2/9

Debbie Welborn  
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### Region 3

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### Region 4 - Temporary Coverage

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### Region 5

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### Region 6

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### Region 8

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### Region 10

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### Region 11

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### State Office

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