

**LCFCE** = Legal Center for Foster Care and Education (American Bar Association, Education Law Center, Juvenile Law Center)

**CIP** = Maryland Court Improvement Project

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## Maryland DHR Workplan

April 10, 2012

### Education Stability

**GOAL:** Determine clear policies and processes for: 1) How Best Interest Decisions are made; How to implement Best interest Decisions to keep a child in their SOO; 3) How to implement Best interest Decisions to immediate enroll a child in a new school

Task	Activities	Who	When	Product
1) Evaluate draft education stability policy and provide technical assistance based on federal law and other states' best practices. Address process/policy when: 1) children in care are AFCP eligible and also 2) when they are NOT AFCP eligible.	Provide feedback on draft legislation and provide ongoing technical assistance to committee through legislative process.	LCFCE (MSDE/DHR will get copy of amendments and circulate to group.)	February 2012	Comments and recommendations (provided in February 2012)
	Review "factors to consider as part of best interest decisions" list as provided by DHR (KK – add child preference)	LCFCE (DHR provides copy in March; LCFCE will review and provide feedback)	March 2012	Recommendations to DHR by [end of March?]
	Support the development, and provide feedback and technical assistance, of draft agency regulations and policy.	DHR/MSDE/LCFCE (DHR provides copy to LCFCE in March; LCFCE will review and provide feedback) - Recoupment of		Final DHR agency regulations; if legislation passes, then MSDE will also issue regulations.

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	<ul style="list-style-type: none"> <li>■ Update state policy to reflect federal guidance on initial and subsequent placements as appropriate under FC</li> <li>■ Develop joint letter or guidance that reflects both policies (prepare draft before June kick-off meeting, incorporate feedback from meeting and survey)</li> </ul>	<p>IV-E transportation costs when not AFCP?</p> <ul style="list-style-type: none"> <li>- How to address non AFCP students?</li> <li>- Policy or protocol related to school residency</li> </ul>		
<p>2) Evaluate current practice of how best interest decisions are made and implemented, through conversations and feedback with various stakeholders. Identify barriers or challenges and identify solutions.</p>	<p>ABA (with AECF) will develop one survey tool for mid-April (10<sup>th</sup>) to gather front line information about how school stability is being achieved. (ABA will summarize in report by end of May)</p>	<p>LCFCE/DHR/MSDE/CIP</p> <ul style="list-style-type: none"> <li>--- Informal survey of DSS workers (paper survey)</li> <li>--- Informal survey of school districts (MSDE will send to school counselors ahead of time, PPW – May 3-4, and liaisons – April 13-14)</li> <li>--- Informal survey of juvenile court judges (May 9-10 judicial conference; CIP would</li> </ul>	<p>March – June 2012</p>	<p>Survey or questionnaire developed; compile summary of responses; review responses as team to evaluate current practice (success and challenges) and identify needs.</p>

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	<p>Late June (19, 22) kick off Meeting scheduled with school district liaisons (DJS, DSS, local school districts) and education (Chesapeake College (22) Eastern shore, Baltimore County (19)). This will be a focus group to evaluate how things are currently going around implementation?          Agenda: Talk about policies, legislation, transportation, McKinney MOU</p>	<p>like a session on the 10<sup>th</sup>          – <a href="#">Kathy, Jackie, and possibly</a> Bill will present; they will provide a paper survey)          --- Informal survey of legal advocates</p> <p>MSDE/DHR          --(<a href="#">April</a>) DHR has <a href="#">drafted proposal for kick-off meeting cosponsorship with MSDE and awaits approval and final dates.</a></p>	<p>June 2012</p>	<p>Kick-Off Training Meetings</p>
<p>3) Support best practices around school stability in Maryland</p>	<p>Provide information about possible tools or resources that are models in other jurisdictions and assist with replication for</p>	<p>LCFCE (DHR will input LCFCE Best Interest Checklist into CHESSIE because screens are already being completed;</p>	<p>March – June 2012</p>	<p>Best Interest Protocol and Tools</p>



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	Provide feedback on the development of the updated Education Manual, including specificity about each agency's responsibilities.	DHR/MSDE (Scotty (AG) is responsible for this and will roll out draft in April; they will also develop training plan – Jackie will send to LCFCE for feedback after April draft)	April 2012	
	Help develop training plan or strategy for all necessary stakeholders, including plan for joint training and technical assistance to 24 jurisdictions.	MSDE/DHR/CIP	Fall / Winter 2012	
	Sharing state committee all 24 MOUs from each jurisdiction	MSDE (MSDE will share large/small district MOU – McKinney, FC, Title I) to get the sense)	March 2012	
	Help coordinate and participate in CIP/LAB training in June 2012.	ALL	June 2012 Joint Training (kick off to ongoing annually)	Joint presentation at June 2012 training

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	Participate in other training as needed or requested.	ALL	Fall – Winter evaluate long-term training plan	
4) Determine how to most efficiently and effectively transport children to SOO when it is in their best interest to remain in the same school. This includes addressing issues of delays in arranging transportation and cost of that transportation.	Evaluate current practice on selecting placements near schools and providing transportation when necessary (See Item #2). (Selection of placement does not currently consider schools – placement is a match process)	LCFCE  Jackie will talk to Debbie about whether school can be incorporated into the placement process.	March 2012 – May 2012	Survey or questionnaire developed; compile summary of responses; review responses as team to evaluate current practice (success and challenges) and identify needs.
	Evaluate use of Title IV-E reimbursement for school transportation or whether DHR has policy on reimbursement. Provide templates from other states. (Look into Non-AFCP for Year 1, and whether once permanently placed during Year 1 whether IV-E can be used).	DHR/LCFCE  Maximize Title IV-E reimbursement for school-related transportation (Jackie will talk to Charlotte to see: 1) How many are covered, 2) How much it is costing and 3) Whether schools are being reimbursed. 4) What FMAP rate is.	April meeting – Jackie will have information  Summer 2012 State Transportation division and IV-E division meeting	Tools or materials identified; training materials; policies or protocols; possible statutory or regulatory change
	Assist with developing cost efficient protocol	DHR/MSDE/LCFCE	Spring – Fall 2012	Transportation protocol that maximizes IV-E

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	for providing transportation, including through McKinney-Vento or other education sources when possible.			reimbursement
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**Data**

**GOAL: Improve data and information sharing across systems- DHR, MSDE and the Courts to obtain aggregate level and student specific data.**

1) Determine baseline of how DHR is doing regarding educational stability by negotiating with MSDE for data from MSDE and DHR to be shared, matched, and ultimately analyzed by Chapin Hall.	<p>Meetings to discuss evaluation measures</p> <p>Initial attempt at gathering baseline education data for children in care by sharing names and other needed information with education to run basic education outcomes</p> <p>Memorandum of Understanding to do initial data match as well as ongoing information-sharing</p>	<p>AECF/LCFCE</p> <p>DHR/MSDE</p> <p>MSDE end of year attendance report will add AFCP for end of year data collection.</p> <p>MSDE could add field to MSDE database based on enrollment.</p> <p>DHR adds a field to CHESSIE that is the</p>	<p>March 2012 -Jan 2013</p> <p>DHR can share list of names with MSDE; ABA needs to talk to AGs office (Scotty). Jackie will set up a call with Scotty/Jackie/Jackie/ABA in April 2012.</p> <p>Doug Strader is the tech person who can answer whether they can do a query from a list from DHR.</p> <p>TBD</p>	Report with findings
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	between agencies  Draft report on data match	Unique Student ID#  Chapin Hall with assistance on measures from ABA/ELC/JLC	By December 2013	
2) Explore option of adding a yes/no field to CHESSIE as to whether child changed schools on the placement screen.	Meetings with DHR as well as technology department to evaluate whether this is possible for ongoing data collection and analysis. ABA can supply sample data elements.	DHR  DHR is putting in school exit date and reason, drop down (transfer) – if transfer was due to placement change. June roll out. End of the year query (December) to see how things are going	March 2012 – December 2012  Jackie will attempt to add Student ID# field to new education screen. She will report at April 2012 meeting.	Data element in CHESSIE around education stability
3) Update the education folder that currently exists in CHESSIE and enhance the accuracy and efficiency of the information maintained in the folder	Determine current level of accuracy and information maintained in folder.  Explore and address compatibility issues between CHESSIE	DHR  DHR/MSDE/LCFCE	TBD  Conversation with AGs to talk about data 1) Aggregate and 2)	David Ayers (Chief of Operations) sent an email to locals about completing education folder for NYDT; after that he will do a data check.

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	education folder and information maintained by MDE.  Explore options for automatic uploads of information from MDE data system, including uploading information of whether child meets definition of "awaiting foster care placement" captured in MSDE data system.	DHR/MSDE	Disaggregate April 2012  TBD	
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