



**DEPARTMENT OF CHILDREN  
AND FAMILIES**

**Eloise Anderson  
Secretary**

**DEPARTMENT OF PUBLIC  
INSTRUCTION**

**Tony Evers, PhD  
State Superintendent**



Dear Colleagues:

As you are aware, the federal Every Student Succeeds Act (ESSA) emphasizes the need for collaboration between local educational agencies (LEAs) and child welfare agencies in developing transportation plans when a child is placed in out-of-home care.

This collaboration includes a resolution of how transportation will be provided, arranged, funded, and the required development of “clear written procedures” related to transportation which must include language regarding how any *additional costs* incurred in providing transportation will be arranged, provided, and funded. The procedures should also include a provision indicating which agency or agencies will initially pay the additional costs so that transportation is provided promptly during the pendency of any dispute. [Italics added; see next paragraph.]

The school of origin, the resident school, and the county or tribal child welfare agency all have a shared responsibility for assuring the educational stability of the child. This includes developing a transportation plan and funding for the additional cost for the transportation. “Additional cost” refers to any cost above and beyond what a resident school district would pay if the child was attending school in that district.

In developing these written procedures, attention should be given to certain situations in which funding for school transportation has already been designated. For example:

- The out-of-home caregiver is provided funding to assure the child’s transportation.
- The child has transportation written into his or her individualized education plan (IEP) because of disability related needs, where a district is obligated to provide transportation as part of the child’s IEP as a “related service” under the Individuals with Disabilities Act (IDEA).

In other situations, where there is no specific provision for transportation funding, it is our joint position that the additional costs of transportation should be shared evenly – 50 percent from the education system and 50 percent from the child welfare/juvenile justice system.

We have developed model language for the “clear written procedures” noted above to assist local agencies in furthering the collaborative process.

Thank you for your ongoing efforts to assure educational stability and promote educational success for this vulnerable population.

Sincerely,

Fredi-Ellen Bove  
Administrator  
Division of Safety and Permanence  
Department of Children and Families

Mike Thompson, PhD  
Deputy State Superintendent  
Department of Public Instruction