

Transportation Plan

Between

LEA:

and

CCYA:

Transportation Procedures

To ensure the educational stability of Foster Care Youth:
Every Student Succeeds Act (ESSA) requirements

To address transportation for foster care youth in a cost-effective way, the local education agency (LEA) and the county children and youth agency (CCYA) must establish formal, written protocols and procedures to ensure that foster care youth can remain in their school of origin whenever possible. In order to do so, the CCYA must regularly identify and inform the LEA of all foster care youth enrolled in the LEA.

The local transportation plan must be collaboratively designed between the LEA and the CCYA to appropriately reflect the unique local context in which it is in effect. It is recommended that LEAs and CCYAs consider previous scenarios when designing the joint transportation plan to limit educational disruption for foster care youth as transportation related events occur.

Note: LEAs should consider developing transportation plans with other LEAs or CCYAs, both in-state and out-of-state, with which they frequently interact regarding foster care youth; these specific relationships should be defined in the local transportation plan.

Part 1. LEA and CCYA Representative(s) Included in Designing the Local Transportation Plan

Please include the name and title of each LEA and CCYA representative included in designing the joint plan.

Local Education Agency Representative(s)	Title
1)	
2)	
3)	
4)	

County Children and Youth Agency Representative(s)	Title
1)	
2)	
3)	
4)	

Note: If the LEA sends students to Intermediate Units (IUs), the LEA should inform IUs of foster care youth attending programs at their facilities and the same accommodations must be provided for these youths. IUs providing transportation for foster care youth enrolled in the LEA must be considered in the development and design of the local transportation plan between the LEA and the CCYA, and plans should reference transportation procedures for these students.

Part 4. Considering Low-Cost or No-Cost Transportation Options for Foster Care Youth

On a case-by-case student basis, additional low-cost or no-cost options for transportation of students in foster care should be explored. Please carefully review the following no-cost or low-cost options for transportation and indicate with a check mark if the LEA and the CCYA agree to explore these transportation funding options on a case-by-case basis.

No-Cost or Low-Cost Options	LEA	CCYA
The child may be dropped off at a school bus stop near the existing transportation system for the school of origin. Communication between the current and new school districts is critical.		
Public transportation options exist, if the child is of an appropriate age and has, or is able to acquire, the skills to utilize such options.		
The foster parents or other family member(s) are willing and able to transport the child to school.		
The child is already eligible for transportation covered by other programs. For example, Individuals with Disabilities in Education Act (IDEA) funds may be used to pay for transportation services if the child’s IEP Team determines transportation is a related service that is required for a child with disabilities in foster care to receive FAPE.		
There are pre-existing bus routes or stops close to the new foster care placement that cross district boundaries, such as bus routes for magnet schools and transportation for homeless students as required by the McKinney-Vento Act.		
The school district of foster residence, school district of origin, and placing CCYA may be willing to share transportation costs.		

Please describe any additional low-cost or no-cost options for transportation of students in foster care which may be unique to your local context.

Part 5. Describing a local transportation dispute resolution process between the LEA and CCYA

Local transportation plans/procedures should include a dispute resolution process to address how the transportation requirement will be met if parties cannot come to an agreement. LEAs must ensure that a child in foster care remains in their school of origin while any disputes regarding transportation costs are being resolved. ESEA 1111(g)(1)(E)(i) and 1112(c)(5)(B)(i)

Please describe your local transportation dispute resolution process.

Part 6. Updates and Revisions

Updates and revisions to this local transportation plan should be made as needed; any updates or revisions must be submitted to the Pennsylvania Department of Education. Best practice recommends that an updated plan be submitted every three years, as contractual updates follow this timeline.

_____ (LEA) and _____ (CCYA) agree to update or revise this local transportation plan as needed or every three years to coincide with the contractual timelines.

This agreement will be reviewed and approved by representatives of both agencies:

CCYA Name: _____

Address _____

Address _____

City, State Zip _____

Printed Name: _____ CCYA Representative

Signed: _____ Date: _____
(CCYA Representative)

LEA Name: _____

Address _____

Address _____

City, State Zip _____

Printed Name: _____ LEA Representative

Signed: _____ Date: _____
(LEA Representative)

If you require extra space to describe your transportation plan, please attach an additional document.