

Hoosic Valley Central School District

CENTRAL OFFICES

2 Pleasant Avenue

Schaghticoke, New York 12154

The Hoosic Valley CSD recognizes the importance of educational stability for youth transitioning from residential facilities. In order to enable the timely transition to school settings, required records will be promptly transferred, including educational and health records as may be needed for re-enrollment.

NYS Regulation 100.2 (ff). Enrollment of youth released or conditionally released from residential facilities

- (1) It shall be the duty of the board of education and the superintendent of schools of each school district to ensure:
 - i. that any youth presented for enrollment who is entitled to attend the schools of such district pursuant to Education Law, section 3202 and who is released or conditionally released from a residential facility operated by or under contract with the Office of Children and Family Services, the Department of Corrections and Community Supervision, the Office of Alcoholism and Substance Abuse Services, the Office of Mental Health, the Office for People with Developmental Disabilities, a local department of social services, a local county correctional facility, or a juvenile detention facility as authorized by Executive Law section 503 is promptly enrolled and admitted to attendance in such district, and that school district personnel cooperate with such facilities and agencies in facilitating such prompt enrollment;
 - ii. that the youth's educational records are requested from the school or educational program such student attended while in the residential facility; and
 - iii. where applicable, that the educational plan for such student's release or conditional release, as submitted to the family court pursuant to Family Court Act section 353.3(7)(c), is implemented.
- (2) Each school district shall designate one or more employees or representatives to serve as a transition liaison(s) with residential facility personnel as such facility is defined in subparagraph (i) of paragraph (1) of this subdivision, parents, students, and State and other local agencies for the purpose of facilitating a student's effective educational transition into, between, and out of such facilities to ensure that each student receives appropriate supports, services, and opportunities. The transition liaison's duties shall include, but are not limited to:
 - i. ensuring that the district has complied with the requirements of this subdivision, Parts 116 and 118 of the Commissioner's regulations and Education Law §112, as applicable;

- ii. coordinating the timely transmission, receipt, and review of a student's educational records (including but not limited to, report cards, transcripts, progress notes and Individualized Educational Plans) from the previous school and/or any educational program placements;
- iii. collaborating with staff in such facilities to ensure a student is appropriately enrolled in required educational and support services; and
- iv. ensuring that parents or guardians of students are informed of educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children.