

SAMPLE
State Agency Children
Interagency Agreement
Between
County School System and Program

This Agreement is intended to form the basis for a cooperative relationship between Program as a provider of residential services and the County Board of Education as the agency responsible for provision of school services.

It is the mutual goal and intention of each of the agencies named above to maintain the needs of each child or youth as our priority in fulfillment of this interagency Agreement. This Agreement is to foster the provision of coordinated and high quality school and residential services. It is not meant as a way to inhibit either agency in meeting their respective goals, but rather to foster a collaborative approach to services on the part of both agencies.

The Program, as the residential service provider, in order to meet the intent of this Agreement hereby agrees to:

1. When possible, provide the school system prior notice to the admission of a student from our facility. When this is not possible, such as in emergency cases, the school will be notified the same day that the facility is notified of the placement of the student for residential services.
2. Provide the school system all pertinent student records, information and passport as permitted prior to requesting admittance of the student. The school will be informed of disciplinary actions taken by prior school systems (e.g., suspension or expulsion) as made known to the facility prior to placement, or any other prior activity of the student which would require school preparation to help assure the safety of all concerned. This information is to be used by the LEA to arrange for needed services and not to serve as the basis for denial of educational services.
3. Notify the school system of regularly or specially scheduled meetings for case review and offer sufficient notice and opportunity for school staff participation in relation to educational issues.
4. Assure that a system of ongoing communication will be maintained between the staff of the residential facility and their school system on a schedule that is mutually determined based on the needs of each student.
5. Assure that any incident which occurs in the residential setting that may affect the student's behavior or performance in the school setting will be communicated to the appropriate school staff prior to their return to school.

8. Determine a mutually agreeable method for dealing with crisis behaviors that may occur in the school setting.
9. Inform the school system of any medications that are expected to be administered at school and any changes in this prescription.
10. Assure that each student's health and hygiene will be maintained and notification will be made to the school system of any student condition that may affect student behavior or performance.

11. Agree to a method of resolution of disputes or issues not covered by this Agreement
The _____ County Board of Education hereby agrees to:

1. Provide educational services for all school-age facility residents consistent with their mutually agreed upon identified educational needs.
2. Notify the facility of staff development activities and offer the opportunity for attendance by facility staff.
3. Attend facility meetings relative to individual educational services.
4. Notify facility staff of school meetings scheduled relative to the design or review of educational services for individual students.
5. Collaborate with the facility in design, implementation and/or revision of behavioral interventions in the school setting and facilitate consistent application if such interventions for residential purposes are appropriate.
6. Cooperate with facility staff in development and application of a mutually agreed upon method for dealing with crisis behaviors.
7. Development and maintain an ongoing system of communication with the facility on a schedule that is appropriate to the needs of each student.
8. Notify the facility of any incident occurring at school of a disciplinary nature or otherwise likely to affect student behavior upon returning to the facility.

9. Assure that any student suspected of having an educational disability will be referred, evaluated and, if appropriate, provided special education services in accordance with state requirements, district procedures and Individual Education Programs (IEP).
10. Notify the facility of any student health or hygiene condition, which is in need of attention.
11. Agree to a method for resolution of disputes or issues not covered by this Agreement (letter and/or telephone).
12. Provide instructional goals and objectives for the education of State Agency Children.

Commitment to the points in this Agreement signifies each agency's effort toward professional collaboration for provision of quality residential and educational services to each school-age individual for whom we share responsibility. This Agreement shall be in effect from July 1, 2004 to June 30, 2005, at which time there will be a review by each agency for any needed amendments.

Signature of Facility Executive Director

Date

Signature of School District Superintendent

Date