

San Francisco Unified School District AB167 Graduation Requirement Waiver

ASSEMBLY BILL 167

Effective January 1, 2010, Assembly Bill (AB) 167, Chapter 862, imposed new duties and rights related to the education of children and youth in foster care (dependents and wards of the court).

AB 167 exempts foster youth who transfer schools or school districts in eleventh or twelfth grade from local graduation requirements if they would not be able to reasonably meet these additional local requirements while he or she remains eligible for foster care benefits pursuant to state law. It further requires school districts and schools to provide notice to foster youth being exempted from additional local requirements if failure to satisfy such local requirements will affect the pupil's ability to gain admission to a postsecondary educational institution. [Education Code (EC) § 51225.3 (c)].

In order to maintain compliance with AB 167, please review the following procedures:

Receiving School (foster youth students newly enrolled or transferred in)

School Counselor must:

1. Identify foster youth students who transferred into the school during their 11th or 12th grade year. For the purposes of identifying students:
 - a. Students fourteen (14) through sixteen (16) years old, grade level is determined by credits.
 - b. Students seventeen and over (17 through 21), grade level is grade 12.
 - I. Grade level must be changed in SIS to reflect 12th grade status.
2. Review academic records and ensure all prior high school credits are in current cumulative folder.
**Contact the SFUSD Foster Youth Services Program, 242-2615, for assistance in obtaining prior school records.
3. Determine if student will be reasonably able to complete SFUSD graduation requirements in time to graduate from high school while he or she remains eligible for foster care benefits. In determining reasonableness:
 - a. Complete a transcript analysis to determine courses and credits needed to meet SFUSD graduation requirements (Available Tool: AB 167 Reasonableness Worksheet)
 - b. Consult with county social worker to specify how long the student is expected to remain in foster care.
 - c. Consult with student and educational rights holder (if applicable) to review the student's school performance history and if the student wants a waiver. Consulting the child's social worker, attorney, caregiver, or anyone else familiar with the student's educational history is encouraged.
4. Within one week of transfer, schedule a meeting between the student, educational rights holder (if applicable), and service providers (if appropriate)
 - a. **For students reasonably able to complete SFUSD graduation requirements:**
 - I. Explain the academic and department records of the student,
 - II. Explain the coursework and academic progress needed for satisfactory completion of SFUSD graduation requirements;
 - b. Explain the necessity of passage of the high school exit examination (CAHSEE). CAHSEE exemptions for students with disabilities may be granted.
 - I. Explain his or her supplemental/alternative educational options including:
 1. College Preparatory Program
 2. Vocational Programs
 3. Regional Occupational Centers and Programs
 4. Career Technical education
 5. Any other alternatives available to students within the district.
 - II. Provide AB 167 Notification Letter to student and educational rights holder/representative for signature.
 1. Explain why the student is reasonably able to complete SFUSD graduation requirements and thus are not eligible for the AB 167 exemption.
 2. Explain that a post-transfer re-evaluation can be requested in light of a student's performance post-transfer [see notes in Section 5 (a)(I)].
 - III. File signed AB 167 Notification Letter in student's cumulative file
 - IV. Fax a copy of signed AB167 Notification Letter to SFUSD Foster Youth Services Program, 242-2618 or email webbm1@sfusd.edu

- c. **For students not reasonably able to complete SFUSD graduation requirements:**
- I. Explain the academic and department records of the student,
 - II. Explain the state mandated graduation requirements that they must meet to graduate under AB 167, and passage of CAHSEE to get a diploma. CAHSEE exemptions for students with disabilities may be granted.
 - III. Explain that waiver of the SFUSD graduation requirements will affect the pupil's ability to gain admission to postsecondary educational institutions such as Cal State and UC, and provide information about transfer opportunities available through the California Community Colleges.
 - IV. Explain alternative educational options available (see 4(b)(I) above)
 - V. Provide AB 167 Notification Letter to student and educational rights holder/representative for signature
 - VI. File signed AB 167 Notification Letter in student's cumulative file
 - VII. Fax a copy of signed AB167 Notification Letter to SFUSD Foster Youth Services Program, 242-2618 or email webbm1@sfusd.edu
- d. **For students in grade 12 who are not able to complete SFUSD or AB167 graduation requirements:**
- I. Develop a list of coursework and experience necessary to assist student in continuing his or her education if he or she fails to meet graduation requirements. These options shall include, but not be limited to, all of the following:
 1. Enrolling in an adult education program
 2. Enrolling in a community college
 3. Continuing enrollment in the student's school district.
5. **Monitor Academic Progress**
- a. A post-transfer re-evaluation of the student's inability to reasonably complete the additional requirements can be conducted in light of a student's performance post-transfer.
 - I. If a change in AB 167 exemption status is available, the pupil and educational rights holder must be given sufficient notice and agree to the change in exemption status.

Additional Information for School Staff

1. Educational Court Orders are obtained for San Francisco County dependents in order to release student records to social workers and probation officers. Court orders are kept on file with SFUSD Foster Youth Services Program. Student records can be shared once school site verifies social worker/probation officer is with San Francisco County.
2. For more information on AB 167, please refer to the SFUSD Board of Education Policy # 6105.2, Administrative Regulation, AB167 Frequently Asked Questions, and FYS website: <http://www.healthiersf.org/fys>

If you have any questions regarding these procedures contact Maya Webb, SFUSD Foster Youth Services Coordinator at (415) 242-2615, Ext. 3310 or webbm1@sfusd.edu.