



Fayetteville-Manlius Schools

8199 East Seneca Turnpike, Manlius, NY 13104

Phone: (315) 692-1203 • Fax: (315) 692-1227

www.fmschools.org

Progress • Responsibility • Integrity • Determination • Excellence

Lisa A. Miori-Dinneen
Assistant Superintendent
for Special Services

To: John Cunningham, Director of Transportation

**From: Lisa Miori-Dinneen, Assistant Superintendent for Special Services, McKinney-Vento
Liaison**

Procedure for Transporting Students in Foster Care

1. When a foster student registers/enrolls in the Fayetteville-Manlius School District, the registrar will notify the Assistant Superintendent for Special Services immediately.
2. The Assistant Superintendent will then review the DSS2999 form and educational records to complete the "Individual Transportation Plan for a Student in Foster Care" form.
3. The Assistant Superintendent will then immediately email/fax a copy of the student's Individual Transportation Plan to the district's Director of Transportation and determine the initial date of transportation as well as any special considerations/accommodations that are necessary.
4. Phone calls will be made to both the foster parents and caseworker to confirm transportation pick-up and drop off times as well as start date of transportation.
5. Please notify dispatcher and bus driver that the district is obligated to provide prompt transportation of foster students to the appropriately deemed school district (school district of origin, school district of residence, or school district of attendance) as per the federal Every Student Succeeds Act (ESSA).