



Educational Champion Training

MODULE 4:

Education Records and Credits

Why Focus on Education Records and Credits?



- Monitoring a child's progress in school is a **crucial component** of supporting the child's academic success.
- Monitoring progress requires knowing how to **access, review, and understand school records.**
- Child in foster care often encounters changes in school placement, problems with the timely/complete transfer of school records, and improper accounting of their course credits. This causes them to fall behind their peers academically and increase drop-out rates.

Reviewing school records and report cards is an important part of supporting the child's education.



- Reviewing records and report cards will help you:
 - Learn about the child's **past school experiences**,
 - **Stay up-to-date** on the child's school progress,
 - Understand the child's **academic strengths**,
 - Spot any areas in which the child might **need help**, and
 - **Show the child** that you think his/her education is important.

Review the child's school records.

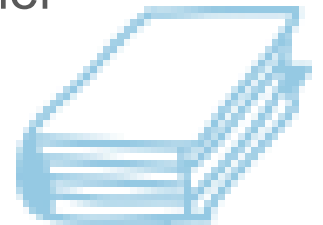


- If you don't already have copies of the child's school records, ask the school to provide copies or set up a time to review the records at the school. You must request these in writing.
- When you review the records, make a note of anything that you don't understand or have questions about.
- Keep your copies of the child's school records in a safe place.

Review the child's report cards and reports the school provides.



- Let the school know that you want to receive copies of all report cards and other school reports. You must request these in writing.
- Always make time to talk to the child about report cards and progress reports.
- Keep all school records in a safe place where you can find them easily.
- Access the child's grades, attendance records, and other information through the school's online portal.

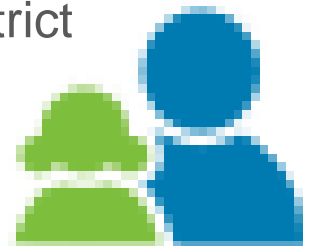


If you have questions about anything in the child's school records, don't be afraid to ask.



If you are the child's ed rights holder:

- If there is something in the child's school records that you don't understand, contact the child's teacher or school staff.
- If you are concerned about the child's grades or progress, ask the teacher if you can set up a time to meet or talk by phone.
- If you believe that something in the child's school record is inaccurate, misleading, or an invasion of privacy, you can challenge the record by making a written request to the district superintendent.



If the child moves to a new school placement.



- Check with the school to make sure that:
 - The child's **records** are sent to the new school, and
 - The child is given **credit for full or partial coursework** completed.
- If you have any questions or concerns, contact the Adult & Child foster youth educational advocate.

If the youth is in high school or will be starting high school soon.



- Help the youth **review the school's graduation requirements** to make sure s/he is on track to meet these requirements.
- **Talk to the youth** about what classes to take.
- Encourage the youth to talk to a school counselor or academic advisor about graduation requirements and course options

My Goals:



What I will do:

How often I will do this:

Resources.



This PowerPoint, Tip Sheets, Mentoring Modules, and supporting materials can be found at: www.foster-ed.org.

If you have questions about the materials, please contact: info@fostered.org.

Other Resources:

- *AB 167 and AB 490 Factsheets*, written by the California Foster Youth Education Task Force, available at www.cfyetf.org/
- *AB 167: FAQs*, written by the California Foster Youth Education Task Force, available at www.cfyetf.org/
- *Frequently Asked Questions and Answers About AB 490*, written by the California Foster Youth Education Task Force, available at www.cfyetf.org/
- *Credit Transfer and School Completion Q&A*, written by the ABA's Legal Center for Foster Care & Education
- *High School Graduation Requirements*, available at www.cde.ca.gov