PowerSchool Foster Data Entry

Accurate reporting of foster student data is important as foster students are eligible for services and are used to determine the unduplicated pupil count for Local Control Funding Formula (LCFF) purposes. Furthermore, the data is used to determine the Academic Performance Index (API) foster youth subgroup.

Foster Data That is Needed in PowerSchool

Starting with the 2014-15 school year, foster data will no longer be collected using the Primary Residence field. Instead, CDE will be providing a weekly foster file with matched data from the CA Department of Social Services (CDSS) which will be uploaded into PowerSchool. The match rate has a 90% success rate. However, **unmatched** foster students need to be collected in the Program Eligibility section of the State/Province – CA screen. In order to determine who is unmatched, refer to the section below titled, "How to View Your Matched Foster Students".

A. **How to View Your Matched Foster Students**:
   1. List of Active Students: Start Page > Special Functions > CALPADS Student Program Enrollments > Display (next to 190 Foster Program). If the student does not appear on the list, then they were not part of the latest matched foster file.
   2. Individual Student: Search for the student then select State/Province - CA > Program Eligibility > Education Program Code 190. If there is not a Foster Program record, or if the most recent Foster Program record has a program end date, then the student was not part of the latest matched foster file.

If a student was not part of the latest matched foster file, then refer to the section below titled, "What to do When a Foster Student Is Unmatched".

B. **What to do When a Foster Student Is Unmatched:**
Foster students who are not matched by CDE should be entered into the Program Eligibility section of the State/Province – CA screen. The Foster Client ID is required to create a program eligibility record in PowerSchool; however, the Foster Client ID will not be attainable. Instead, enter five "#" signs (shift+3) in the Foster Client ID field.
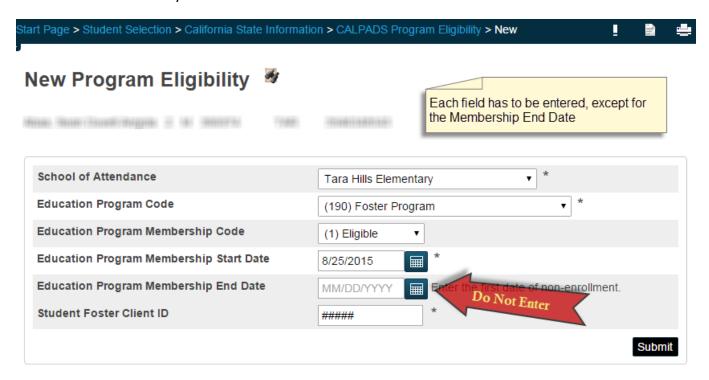
To create a Foster program eligibility record, search for the student then click on State/Province – CA > Program Eligibility > New

   1. Select **School of Attendance**
   2. Select **Education Program Code** (190 – Foster Program)
   3. Select **Education Program Membership Code** (1 – Eligible)
   4. Enter **Education Program Membership Start Date** – ENTER a start date that falls within the school enrollment
   5. **Education Program Membership End Date** – do **NOT** enter an end date
   6. Enter **Student Foster Client ID** field: #####
   7. Click Submit

After the program eligibility record is saved, changes cannot be made by school site personnel so it is important that all the required information is entered correctly. Email **helpdesk@wccusd.net** if any changes need to be made.

Screenshot of the data entry screen:

For questions regarding the Foster program, please call the Families in Transition Office at (510) 307-4508.

If you have questions regarding Foster data entry, please email helpdesk@wccusd.net.

Note: *The following youths are **NOT** considered "foster youth":*

- *A child or youth who is in a "voluntary placement." Voluntary placements are not subject to a petition filed under Welfare and Institutions (WIC) Section 300*
- *A child or youth who is living with relatives or friends and who is not a dependent of the court (i.e., is not subject to a WIC Section 300 petition)*
- *A child or youth who is a ward of the juvenile court pursuant to a petition filed under WIC Section 602 who is either living at home or has been ordered to be placed in a corrective or rehabilitative facility but has not been ordered to be removed from his or her home into a foster care placement pursuant to WIC Section 727.4(d)*