**Section 750.300 Need for Surrogate Parents or Guardians**

The qualifications, responsibilities and appointment procedures for surrogate parents or guardians shall conform to the requirements of 34 CFR 300.519 and Section 14-8.02a of the School Code [105 ILCS 5/14-8.02a]. In addition, the following requirements shall apply:

a) When a child who is a ward of the State is placed in a residential facility, a representative of that facility shall submit a request to ISBE for the appointment of a surrogate parent or guardian if the district has not already done so.

b) ISBE shall appoint a surrogate parent or guardian for each child who requires one, in keeping with the criteria set forth in 34 CFR 300.519(d) and the following requirements:

1) All reasonable efforts shall be made to secure a surrogate parent or guardian whose racial, linguistic and cultural background is similar to the child's.

2) The surrogate parent or guardian shall have been trained by ISBE.

c) When a surrogate parent or guardian is appointed, ISBE shall provide written notification to the local school district, the individual appointed, and, if applicable, the residential facility, of the name and address of the surrogate parent or guardian, the specific responsibilities to be fulfilled, and the length of time for which the appointment is valid.

d) When a child living in a residential facility no longer requires a surrogate parent or guardian, a representative of the facility shall notify ISBE in writing to that effect. This notification shall include the reason for the withdrawal of the request.

e) When a surrogate parent's or guardian's appointment is terminated, ISBE shall notify the surrogate parent or guardian, the local school district, and, if applicable, the residential facility.

(Source: Amended at 37 Ill. Reg. 17091, effective October 8, 2013)