

# NEW LIAISON TRAINING



2018

DANA DAVIS, STATE COORDINATOR

# WHAT IS MCKINNEY-VENTO?

The **McKinney-Vento** Education of Homeless Children and Youth Assistance Act is a federal law that ensures immediate enrollment and educational stability for homeless children and youth. **McKinney-Vento** provides federal funding to states for the purpose of supporting district programs that serve homeless students.



# OVERVIEW OF THE LAW

- Liaisons
- Eligibility and identification
- School of origin
- Immediate enrollment
- Disputes
- Title I

# CAUSES OF HOMELESSNESS

- Lack of affordable housing.
- Poverty.
  - Increase in low v. middle wage employment.
- Health problems.
  - Lack of health insurance.
  - Addiction disorders, Mental health.
- Domestic violence.
- Natural and other disasters.
- Abuse/neglect/family dysfunction (unaccompanied youth).

# IMPACTS OF HOMELESSNESS ON CHILDREN AND YOUTH

- Higher incidences of acute and chronic illnesses, depression and anxiety.
- Homelessness in early childhood is associated with poor classroom engagement and poor social skills in early elementary school.
- The achievement gaps between homeless and low-income elementary students tend to persist, and may even worsen, over time.
- A youth who experiences homelessness is 87% more likely to drop out of school.

# BARRIERS TO EDUCATION FOR HOMELESS CHILDREN AND YOUTH

- Poor health, fatigue, hunger.
- Emotional trauma, depression, anxiety.
- Stereotypes and lack of awareness.
- Under-identification.
- High mobility resulting in lack of school stability and educational continuity.
- Enrollment requirements (school records, health records, proof of residence, guardianship).
- Lack of transportation.
- Lack of school supplies, clothing, hygiene items, etc.

# MCKINNEY-VENTO HOMELESS ASSISTANCE ACT

- Main themes:
  - Identification,
  - School stability,
  - School enrollment,
  - Support for academic success,
  - Child-centered, best interest decision making.

# MCKINNEY-VENTO IMPLEMENTERS: LOCAL LIAISONS

❑ Every LEA must designate a McKinney-Vento liaison **able to carry out his/her legal duties**. 11432(g)(6)

❑ Liaisons must ensure that—

McKinney-Vento students enroll in and have full and equal opportunity to succeed in school.

Children and youth in homeless situations are identified by school personnel through **outreach and** coordination with other entities and agencies.

Public notice of MV rights is disseminated **in locations frequented by parents, guardians, and unaccompanied youth, in a manner and form understandable to them.**



# MCKINNEY-VENTO LIAISONS (CONT.)

- ❑ Liaisons must ensure that (cont.)—
  - Disputes are resolved and assistance to access transportation is provided.
  - Unaccompanied youth are enrolled in school and that procedures are implemented to identify and remove barriers that prevent them from receiving credit for full or partial coursework satisfactorily completed at a prior school, in accordance with State, local, and school policies.
- ❑ Liaisons must participate in professional development and technical assistance as determined appropriate by the State Coordinator. 11432(g)(1)(F)(ii)



# ELIGIBILITY—WHO IS COVERED?

- ❑ Children who **lack a fixed, regular, and adequate nighttime residence**— 11434a(2)
  - ❖ Sharing the housing of others due to loss of housing, economic hardship, or similar reason.
  - ❖ Living in motels, hotels, trailer parks, camping grounds due to lack of adequate alternative accommodations.
  - ❖ Living in emergency or transitional shelters.
  - ❖ Living in a public or private place not designed for humans to live.
  - ❖ Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings.
  - ❖ Migratory children living in above circumstances.

# WHAT DOES FIXED, REGULAR AND ADEQUATE MEAN??

- **Fixed**: Stationary, permanent, and not subject to change.
- **Regular**: Used on a predictable, routine, or consistent basis.  
(*e.g. nightly*)
- **Adequate**: Sufficient for meeting both the physical and psychological needs typically met in home environments.

# UNACCOMPANIED HOMELESS YOUTH

- Definition: child or youth who meets the McKinney-Vento definition and is not in the physical custody of a parent or guardian. 11434a(6)

# DETERMINING ELIGIBILITY

- Case-by-case determination.
- Get as much information as possible (with sensitivity and discretion).
- Look at the MV definition (specific examples in the definition first, then overall definition).
- Considerations for families/youth who are staying with other people:
  - Where would you go if you couldn't stay here?
  - What led you to move in to this situation?

*NCHE's Determining Eligibility brief is available at:*

*[http://center.serve.org/nche/downloads/briefs/det\\_elig.pdf](http://center.serve.org/nche/downloads/briefs/det_elig.pdf)*



# SCHOOL STABILITY

Each LEA shall, according to each child's or youth's best interest:

- Continue the student's education in the school of origin for the duration of homelessness, and until the end of the academic year in which the student becomes permanently housed; OR
- Enroll in any public school that housed students living where the student is living are eligible to attend.11432(g)(3)(A)

# SCHOOL STABILITY (CONT.)

- Applies when students lose housing during the year or during the summer. 11432(g)(3)(A)(i)(I)
- School of origin:
  - School attended when permanently housed or school in which last enrolled, **including a preschool.**
  - **The designated receiving school at the next grade level for feeder school patterns, when the student completes the final grade level served by the school of origin. 11432(g)(3)(I)**

# SCHOOL STABILITY (CONT.)

In determining best interest, the LEA shall:

- **Presume** that keeping the student in the school of origin is in the student's best interest.
  - Unless contrary to the request of the parent, guardian, or unaccompanied youth.
- Consider student-centered factors, including the impact of mobility on achievement, education, health, and safety.
- Give priority to the parent's/guardian's request.
- Give priority to the youth's request (in the case of an unaccompanied youth).

11432(g)(3)(B)(i)-(ii)



# SCHOOL STABILITY (CONT.)

If the LEA determines that it is not in the student's best interest to attend the school of origin or the school requested by the parent, guardian or youth, the LEA must provide a written explanation **of the reasons for its determination, in a manner and form understandable to such parent, guardian, or unaccompanied youth,** including information regarding the right to appeal.      11432(g)(3)(B)(iii)

# TRANSPORTATION

- ❑ LEAs must provide transportation to and from the school of origin, **including until the end of the year when the student obtains permanent housing**, at a parent's or guardian's request (or at the liaison's request for unaccompanied youth).
  - If staying in the same LEA, that LEA must provide or arrange transportation to the school of origin.
  - If crossing LEA lines, both LEAs must determine how to divide the responsibility and share the cost, or they must share the cost equally. 11432(g)(1)(J)(iii)

# TRANSPORTATION—KEY PROVISIONS

- ❑ LEAs also must provide students in homeless situations with transportation services comparable to those provided to other students. 11432(g)(4)(A)
- ❑ LEAs must eliminate barriers to the **identification**, enrollment and retention of students experiencing homelessness (including transportation barriers). 11432(g)(1)(I)

# SCHOOL ENROLLMENT

When remaining in the school of origin is not in the student's best interest or what the parent, guardian or youth requests: 11432(g)(3)(C)(i)

- McKinney-Vento students are entitled to immediate enrollment in any public school that students living in the same attendance area are eligible to attend; even if:
  - Students do not have required documents, such as school records, **records of immunization and other required health records**, proof of residency, guardianship, or other documents; or
  - **Students have missed application or enrollment deadlines during any period of homelessness.**

# ENROLLMENT (CONT.)

- The terms “enroll” and “enrollment” include attending classes and participating fully in school activities. 11434a(1)
- SEAs and LEAs must develop, review, and revise policies to remove barriers to the **identification**, enrollment and retention of children and youth in homeless situations, **including barriers due to outstanding fees or fines, or absences.** 11432(g)(1)(I)

# ENROLLMENT (CONT.)

- If a student does not have immunizations, or immunization or other health records or screenings, the liaison must immediately assist in obtaining them; the student must be enrolled in the interim. 11432(g)(3)(C)(iii)
- Enrolling schools must obtain school records from the previous school, and students must be enrolled in school while records are obtained. 11432(g)(3)(C)(ii)
- Schools must maintain McKinney-Vento students' records so they are available quickly. 11432(g)(3)(D)

# IMMEDIATE ENROLLMENT— STRATEGIES

- Request all records from the previous school immediately, including immunization records.
  - Parental signature is not required for transfer students.
  - The vast majority of students have been enrolled in school before and have received immunizations.
- Speak with parents and youth about the classes the student was in, previous coursework and special needs.
- Call the counselor, teachers or principal at the previous school for information.
- Ensure enrollment staff on every campus are aware of the law and procedures.

# ENROLLMENT OF UNACCOMPANIED YOUTH

- Immediate enrollment applies, even without parent or guardian. 11432(g)(1)(H)(iv)
  - Youth self-enrollment; Caregiver forms
- Liaisons must help unaccompanied youth choose and enroll in a school, **give priority to the youth's wishes**, and inform the youth of his or her appeal rights. 11432(G)(3)(B)(iv)
- School personnel (administrators, teachers, attendance officers, enrollment personnel) must be made aware of the specific needs of runaway and homeless youth.  
11432(g)(1)(D)



# TITLE IA: RESERVATION OF FUNDS

- All LEAs that receive Title IA funds must reserve (set aside) the funds necessary to provide homeless children services comparable to services provided in Title IA schools.

20 US6313(c)(3)

- Amount must be based on the total LEA allocation prior to expenditures or transfers.
- Amount may be determined based on a needs assessment *and should involve the liaison.*
- Amount must be sufficient to provide comparable services to homeless students, regardless of other services provided with reserved funds.

# TITLE IA RESERVATION (CONT.)

- Funds may be used: 20 USC 6313(c)(3)
  - For homeless children and youth attending any school in the LEA.
  - For services not ordinarily provided to other students.
  - To fund the McKinney-Vento liaison.
  - To provide transportation to the school of origin.
  - For educationally related support services, including preK.

# TITLE IA RESERVATION (CONT.)

- USED Examples of Uses of Title IA funds:
  - Clothing, particularly if necessary for dress code or physical education classes.
  - Fees to participate in the general ed program.
  - School supplies.
  - Birth certificates necessary to enroll in school.
  - Food (in connection with educational programming).
  - Medical and dental services, immunizations, glasses, hearing aids.
  - Counseling services.
  - Outreach services.
  - Extended learning time; Tutoring services.
  - Fees for AP, IB, GED testing.

# TITLE IA RESERVATION (CONT.)

- USDE's guiding principles for using Title IA funds
  - Services must be reasonable and necessary to enable homeless students to take advantage of educational opportunities.
  - Funds must be used as a last resort when services are not reasonably available from another public or private source.



**IMPLEMENTING  
THE LAW**



**Questions,  
questions and  
more  
questions!!!!!!!**

The local liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. The liaison coordinates services to ensure that homeless children and youth enroll in school and have the opportunity to succeed academically.



# STAFF

- Liaisons are required to train district staff.
  - First, make sure they know who the district liaison is and the liaisons contact information.
  - What is McKinney-Vento?
  - Explain the law and what the district must do to comply with the law.
  - Identification of students.
- Distribute McKinney-Vento procedures for your district so everyone will know what to do in the case they suspect a child might be in a homeless situation.



# EDUCATIONAL RIGHTS POSTERS ARE DISSEMINATED

[http://center.serve.org/nche/online\\_order.php](http://center.serve.org/nche/online_order.php)

Public notice of MV rights is disseminated in locations frequented by parents, guardians, and unaccompanied youth, in a manner and form understandable to them.

- Laundry Mat
- Health Office
- Doctor's Office
- Churches
- Local retailers
- Library

# Prepare all Forms Needed



- Residency Form
- Parent's Rights
- Dispute Resolution
- Collaboration Form
- Missing Documents Form
- Caregiver Form
- School of Origin Request Form
- Written Notification Form
- School of Origin Checklist
- Documentation Form for Students Experiencing Homelessness

# DESCRIPTION OF FORMS

All forms listed below are on ADE'S website.

## Residency Form

- All students receive this form at the beginning of each school year. This form is used to help determine the eligibility of the student. Forms of all students who are eligible for McKinney-Vento services must be kept by the liaison.

## Rights and Services for Children and Youth Experiencing Homelessness

- This is the list of Rights and Services that all parents must receive when the child is identified as McKinney-Vento eligible.

## Sample Dispute Resolution Form

- All districts are required by law to have a Dispute Resolution Process! Parents or unaccompanied youth have the right to dispute the district's decision on transportation to the school of origin. If parents want to file a complaint, they must follow the policy. This policy covers the district in these situations.



## Collaboration Form

- **The collaboration form is for any collaborative partners to sign off on. These are needed to apply for the grant and are used when something is needed for a child or family. Partners are able to provide items that are unallowable with your funds. Examples: churches, sororities, civic clubs, individuals, companies, etc.**

## Missing Documents Form

- **This form is to use so the liaison has a list of all missing documents needed for the student. If they are missing a birth certificate, etc.**

## Sample Caregiver Form

- **This form may be used if the child is living with someone other than parent or guardian. Districts may ask them to sign this form but you cannot require them to sign this.**



### School of Origin Request Form

- If parents request the child attend their school of origin, they need to fill out this form so the request is in writing. Liaisons should keep up with the number of students who are attending their school of origin. Also, it can be documented on this whether or not the district is transporting the child.

### Written Notification Form for School of Origin Decision

- This form is required if the district rejects the request for the school of origin.

### School of Origin Checklist for Decision Making

- This is a guidance to help make the decision of the school of origin. Is it in the best interest of the child?

### Documentation Form for Students Experiencing Homelessness

- This form is a sample of how liaisons track the student's services.



# WHAT NEXT???

- Residency forms are distributed to every student at the beginning of the year to help determine eligibility.
- It is the **responsibility of the liaison** to determine eligibility after going through all forms.
- Talk with all parents of students you believe are eligible to ensure you made the correct decision.

- Talk with parents about the student's needs. (School supplies, clothing, etc.)
- Give parents their educational rights information.
- Residency forms are distributed at the beginning of each year. Districts must identify each year!**

# How to determine if child is homeless ???



to Ask

What lead you to this situation?

Is this situation due to a economic hardship?

Is housing regular, fixed, adequate---why or why not????

# REMEMBER

Explain that the purpose for asking questions about their living arrangement is to determine if they are eligible for some additional educational supports and request that the parent/guardian or youth provide you with the information needed to make a determination.

Homeless verification should be handled in such a way that it **does not violate privacy or jeopardize** housing arrangements. It is up to the local liaison, enrollment staff, and/or other school personnel to be **sensitive and discreet**.

Efforts must be grounded in sensitivity and respect, keeping the academic well-being and best interest of the student in the forefront.

**Keeping it positive and supportive** instead of invasive and threatening is **essential**.

Respect the family's or youth's privacy by talking to them in a private space where other students and faculty members cannot overhear the conversation.



# RECORD KEEPING

- Residency Form for each identified student.
- Keep record of all homeless students, services for these students and records of any transportation and the cost. (Birth Certificate, school records, food, clothing, etc.)
- Document all conversations with the parents and/or student.
- Keep a list of all donations received. Any cash donations should be placed in a cash account for homeless.
- Ensure your student data that is reported is correct.

**The law now specifies that information about a homeless child's or youth's living situation shall be treated as a student education record, and shall not be deemed to be directory information. (Section 722(g)(3)(G))**



# RESOURCES

National Association for the Education of Homeless Children and Youth

<http://naehcy.org>

Facebook and Twitter

National Center on Homeless Education

<http://center.serve.org/nche/>

National Network for Youth

<http://www.nn4youth.org>

DVDs for awareness-raising

- “Real Students, Real Schools”: [naehcy.org/videos](http://naehcy.org/videos)
- “The McKinney-Vento Act in Our Schools”: [pjulianelle@naehcy.org](mailto:pjulianelle@naehcy.org)
- <http://www.hearus.us>

Dana Davis

McKinney-Vento State Coordinator

Arkansas Department of Education

[dana.davis@arkansas.gov](mailto:dana.davis@arkansas.gov)

501-683-5428

