



**Education for Homeless Children and Youth Rule**

*District Liaison for Homeless Children and Youth:* The District designates the Director of Special Education and Pupil Services as the McKinney-Vento liaison. He/she shall be responsible for (1) providing any required assurances to applicable state and federal agencies that the district is complying with applicable state and federal requirements related to the education of homeless children and youths; and (2) reasonably monitoring compliance with such assurances.

The District liaison for homeless children and youths will work with administrators and other District personnel to periodically review existing policies, procedures, practices, and data to identify and develop proposals to remedy and remove barriers that homeless children and youths may face in the school enrollment and admission processes, in regularly attending school, in accessing applicable support services, in accessing academic program, academic activities, or extracurricular activities, or in receiving appropriate credit for prior academic work.

The District liaison or designee shall ensure that:

- Homeless students are voluntarily identified by school personnel and through coordination with other entities and agencies. Special attention will be given to the enrollment and attendance of homeless children and youths who are not currently attending school.
- Homeless students enroll in and have a full and equal opportunity to succeed in schools in the district.
- Homeless families/students receive educational services for which they are eligible and referrals to other appropriate services, including services through Head Start, early intervention services under laws applicable to students with disabilities, and other preschool programs
- Homeless families and unaccompanied youths are given assistance in contacting or connecting with community support agencies including those that could assist with health care, dental, mental health and substance abuse, housing, and other appropriate services.
- The parent/guardian of homeless students and any unaccompanied homeless youth are informed of the educational and related opportunities available to them and are provided with meaningful opportunities to participate in the education of the student/youth.

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- Public notice of the educational rights of homeless students is disseminated in such public places as schools, meal sites, shelters and other locations frequented by low-income families and in a manner and form understandable to the parents and guardians of homeless children and youths, and unaccompanied youths.
- School personnel are informed about the education rights of homeless children, youth, and unaccompanied youths annually.
- Enrollment disputes are mediated in accordance with legal requirements.
- The parent/guardian of homeless children and unaccompanied youths are informed of all transportation services available to them under the law and they are assisted in accessing such transportation services.
- School personnel providing services to homeless children and youths receive professional development and other support. The liaison for homeless children and youths will also receive and participate in professional development and other support activities as required by the Department of Public Instruction, the District and federal law.
- Appropriate school personnel assist homeless children and youth with their educational transitions (e.g from elementary to middle school, middle school to high school, and from high school to postsecondary school).
- Programs for homeless students are coordinated with other federal and local programs.
- The District's Title I plan, if the district receives Title I funds, describes the services the District will use to support the enrollment, attendance, and success of homeless children and youth.
- There is support for academic success, including credit accrual and transition to higher education.
- Unaccompanied homeless youths are informed of their status as independent students for the FAFSA and provide assistance to verify students' homelessness.
- The District liaison works with the school counselors to inform all unaccompanied homeless youth that they can apply for financial aid as an independent student. Filing as an independent student allows the youth to complete the FAFSA without parental information.
- Reliable, valid, and comprehensive data needed to meet the established legal requirements related to homeless children and youths is collected, reported to the public, and provided to the State Coordinator for the Education of Homeless Children and Youths.

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- School personnel, service providers, advocates working with homeless families, parents and guardians of homeless children and youths, and homeless children and youths are informed about the liaison's duties.

*Admission and Placement of Homeless Children or Youth*

Enrollment: The district shall immediately enroll the student/youth, even if the student is unable to produce records normally required for enrollment, such as previous academic records, immunization or other health records, proof of residency or other documentation, has missed application or enrollment deadlines, or has outstanding fees or fines.

The enrolling district must immediately contact the district last attended by the student to obtain relevant academic or other records. The homeless liaison must assist the family or youth in obtaining relevant health records after enrollment, if needed.

Students shall be placed in an appropriate grade level by the building principal or designee, using the same procedures that are used for placing non-homeless children and youths attending that school. Educational programming and services shall be provided for the child/youth consistent with legal requirements and established District policies and procedures. Homeless children or youth shall be provided services comparable to services offered to other students in the school selected

Placement: Placement in a school shall be in the student's best interest.

- The student's education may continue in the school of origin for the duration of homelessness.
- The student may enroll in a school that non-homeless students who live in the attendance area in which the student is actually living are eligible to attend.

In determining the best interests of the student to the extent feasible, the student will be kept in the school of origin, except when doing so is contrary to the wishes of the student's parent/guardian, for the duration of the homelessness. Student-centered factors will be considered, including the impact of mobility on achievement, education, health, and safety.

The school of origin means the school that the student attended when permanently housed or the school in which the student was last enrolled, including a preschool and including the designated receiving school at the next grade level for feeder schools.

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In the case of unaccompanied youth, the local educational agency liaison or designee will assist in placement or enrollment decisions considering the requests of such unaccompanied youth.

If the District 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 District shall provide a written explanation of the reason(s) for its determination, in a manner and form understandable to such parent/guardian, or unaccompanied youth, including information regarding the right to appeal.

Transportation: Upon determination of school placement, the District shall evaluate the transportation arrangements for the homeless children/youth in light of applicable legal requirements.

Disputes: Parents or guardians of students experiencing homelessness or unaccompanied homeless youths have the right under McKinney-Vento to dispute decisions made by the district. If a dispute arises, the parent/caregiver or unaccompanied youth will complete a Dispute form and submit it to the Director of Special Education and Pupil Services for determination. After a determination is made, a copy of the completed Notification of Dispute Resolution form will be provided to the individual within ten (10) school days.

If the matter has not been satisfactorily addressed, the individual may submit a written request for a conference with the District Administrator. Following the conference, the District Administrator will respond, in writing, to the individual within ten (10) school days.

If a dispute is not resolved after going through the district outlined dispute resolution process, the parent or unaccompanied youth may send a request for resolution to the Superintendent's Office of the Wisconsin Department of Public Instruction. Disputes involving homeless issues follow the Chapter PI 1 complaint resolution process.

Immediately enroll the student in the school in which enrollment is sought pending final resolution of the dispute, including all appeals. While the appeals are pending, the student has the right to full participation in school activities.

Adopted: February 2020