



Homeless Education

Transportation for Students Experiencing Homelessness Reference Sheet

This reference sheet is designed to provide a variety of resources related to the provision of transportation for students experiencing homelessness. Links and descriptions are organized by categories such as Arizona Homeless Education Program (HEP) developed guidance and sample documents, as well as relevant tools and resources for McKinney-Vento Homeless Liaisons and others supporting the transportation of students experiencing homelessness.

Reach us at homeless@azed.gov for technical assistance.

ADE Homeless Education Program Guidance and Sample Documents

The following resources have been developed by the Arizona Homeless Education Program (HEP) to assist local education agencies (LEAs) with developing quality procedures to provide transportation for students experiencing homelessness. Guidance and sample documents were developed in accordance with the McKinney-Vento Homeless Assistance Act and through consultation with the National Center for Homeless Education (NCHE) and SchoolHouse Connection.

Resource

Description of Resource

Determining a Need for Transportation

[Arizona Student Residency Questionnaire & Educational Rights of Homeless Children and Youths](#)

As outlined in the Arizona ESEA Consolidated State Plan, all LEAs are required to utilize the Arizona Student Residency Questionnaire and Educational Rights of Homeless Children and Youths in the State of Arizona. You can access these documents and their corresponding requirements by clicking on the link.

<u>ADE Identification & Eligibility Interview Questions & Checklist</u>	McKinney-Vento Homeless Liaisons may utilize this checklist to help guide a conversation with the parent, guardian, caregiver, or student to determine if the student's living situation is considered fixed, regular, and adequate, as well as identify what their needs are.
<u>ADE Best Interest Determination (BID) Sample Form</u>	LEAs must make school placement determinations based on the "best interest" of the HCY and student-centered factors. As a requirement, LEAs are to establish a policy and procedure to make best interest determinations (BID), provide transportation, and manage dispute resolutions to ensure school placement for HCY and UHY.
Establishing Transportation	
<u>ADE Transportation Best Practice Guidance Document</u>	This document provides guidance and shared best practice to ensure your district is arranging transportation so that homeless children and youth participate for the full school day, neither arriving late nor leaving before the school day has ended.
<u>ADE Transportation Request Sample Form</u>	This sample form can be utilized when transportation is needed within the district and outside of the district.
<u>ADE Transportation Route Details Sample Form</u>	This sample form is designed to communicate route details for transportation occurring within the district and outside of the district.
<u>ADE Transportation Agreement Sample Form</u>	Once transportation has been finalized, this sample form may be utilized to establish an agreement between the parent/guardian, student, and LEA to provide and utilize transportation.
<u>ADE Bus Pass Agreement Sample Form</u>	If transportation will be provided via the provision of bus passes, this sample form may be utilized to establish an agreement between the parent/guardian, student, and LEA to provide and utilize transportation.
ADE Transportation Non-Usage Notification Letter Samples <ul style="list-style-type: none"> • <u>3rd Occurrence Letter Sample</u> • <u>5th Occurrence Letter Sample</u> • <u>10th Occurrence Letter Sample</u> 	In the event of transportation non-usage or inconsistent usage, these sample letters may be utilized to notify and request communication from the parent or guardian to improve transportation usage and school attendance.

Professional Learning

[Arizona Homeless Education Program Professional Learning Sessions on Transportation](#)

The Arizona HEP provides regular professional learning sessions which are recorded and shared on the Arizona HEP website. The sessions listed in this section contain information relevant to McKinney-Vento Homeless Liaisons regarding requirements and best-practices to provide students experiencing homelessness with transportation. To access these and other session recordings and materials from the website, select the dropdown menu for the school year that the session was provided.

- **2025 Arizona HEP State Conference**, January 2025
 - [Slides & Recordings](#)
- **Eligibility Determinations, Best Interest Determinations (BIDs), Managing Disputes, & Providing Written Notification**, December 2024
 - [Slides](#) | [Recording](#)
- **Frequently Asked Questions - Part II**, September 2024
 - [Slides](#) | [Recording](#)
- **McKinney-Vento in Practice for New and Experienced Liaisons**, August 2024
 - [Slides](#) | [Recording](#)
- **Transportation for Students Experiencing Homelessness – Mandatory Compliance Training**, October 2023
 - [Slides](#) | [Recording](#)
- **Frequently Asked Questions: Office Hours for Discussion and Collaboration**, November 2023
 - [Slides](#) | [Recording](#)

Transportation Tools & Resources

The following resources will aid McKinney-Vento Homeless Liaisons in understanding and providing the right to transportation for students experiencing homelessness. It is recommended these links are bookmarked for easy access to be utilized as a point of reference when providing technical assistance to parents, guardians, youth and other stakeholders.

Resource	Description of Resource
<u>Transportation Action Planning Tool</u>	This tool is intended to serve as a self-assessment and guide to support the McKinney-Vento Homeless Liaison, Foster Care Point of Contact, and other pertinent LEA stakeholders develop a comprehensive transportation procedure. Please note that this tool does not serve as the LEA's transportation procedure. It is designed to support with quickly identifying and prioritizing areas where greater capacity is needed to carry out the law.
McKinney-Vento Homeless Assistance Act Statute <u>42 U.S.C. CHAPTER 119, SUBCHAPTER VI, Part B: Education for Homeless Children and Youths</u>	The McKinney-Vento Act strongly emphasizes the importance of school stability for homeless children and youths. Changing schools' multiple times significantly impedes a student's academic and social growth. Therefore, the McKinney-Vento Act calls for LEAs to maintain students in their school of origin to promote school stability and greater educational outcomes overall, unless it is not in the student's best interest.
<u>Education for Homeless Children and Youths Program Non-Regulatory Guidance</u>	This revised non-regulatory guidance for the McKinney-Vento program replaces the July 2004 guidance and includes new questions that reflect both the amendments to the McKinney-Vento Act made by the Every Student Succeeds Act (ESSA), which took effect on October 1, 2016 and new technical assistance on promising practices for implementing homeless education requirements at the State and local levels. The guidance describes the requirements of the new statute and provides recommendations for addressing many of those requirements.
<u>Arizona ESSA State Plan</u>	Section 8302 of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA), requires the Secretary to establish procedures and criteria under which, after consultation with the Governor, a State educational agency (SEA) may submit a consolidated State plan designed to simplify the application requirements and reduce burden for SEAs. ESEA section 8302 also requires the Secretary to establish the descriptions, information, assurances, and other material required to be included in a consolidated State plan.

<p><u>National Center for Homeless Education (NCHE)</u></p>	<p>NCHE operates the U.S. Department of Education’s technical assistance and information center for the federal Education for Homeless Children and Youth (EHCY) Program. They develop a variety of guidance and resources related to the McKinney-Vento Act. Here are a collection of resources related to transportation.</p> <ul style="list-style-type: none"> • National Center for Homeless Education (NCHE): Transportation • Homeless Liaison Toolkit, Chapter Seven: Transportation • Transporting Children and Youth Experiencing Homelessness-Law into Practice Brief • Transportation for Homeless Children and Youth: Strategies for Rural School Districts • Extracurricular Activities and Transportation for Students Experiencing Homelessness • Supporting Homeless Children and Youth in Charter Schools
<p><u>SchoolHouse Connection</u></p>	<p>SchoolHouse Connection is a national non-profit organization working to overcome homelessness through education. They provide strategic advocacy and practical assistance in partnership with early childhood programs, schools, institutions of higher education, service providers, families, and youth. Here are a collection of resources related to transportation.</p> <ul style="list-style-type: none"> • Meeting the Transportation Needs of Students Experiencing Homelessness • Steps Toward Solutions: Housing and Transportation Resources • Charter School and Students Experiencing Homelessness: Practices and Recommendations for Success • How Charter Schools can Support Students Experiencing Homelessness