



HOMELESS ED NEWS

DATES TO CONSIDER



Professional Learning opportunities hosted by the ADE HEP Team:

End of Year Process and Procedures

April 23rd or 25th

Supporting Preschool-Aged Children Experiencing Homelessness

May 14th or 15th

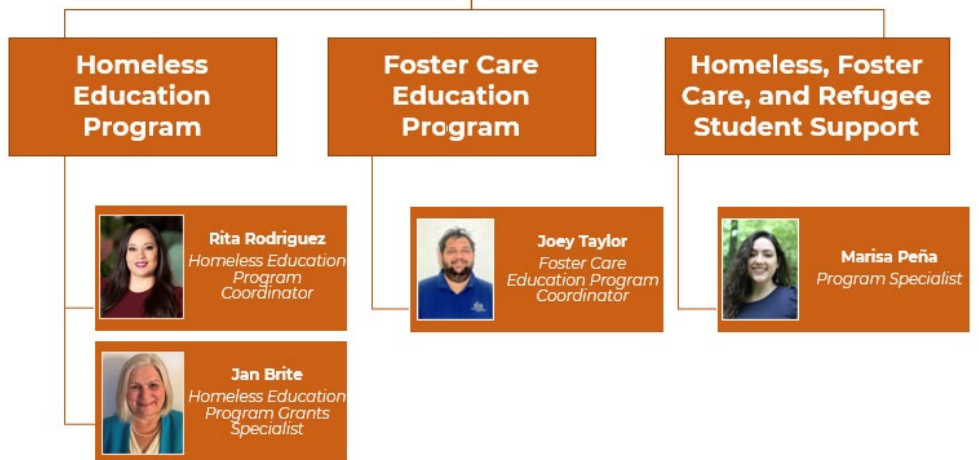
See the professional learning page for additional resources.

ABOUT THE HOMELESS EDUCATION PROGRAM

The [Arizona Homeless Education Program](#) (HEP) is a federally funded program, under Subtitle VII-B of The McKinney-Vento Homeless Assistance Act. The act authorizes the federal Education for Homeless Children and Youth (EHCY) Program and is the primary piece of federal legislation related to the education of children and youth experiencing homelessness. It was reauthorized in December 2015 by Title IX, Part A, of the Every Student Succeeds Act (ESSA).

The mission of the Homeless Education Program is to ensure positive comparable academic outcomes for children and youth experiencing homelessness through implementation of the McKinney-Vento statute.

The Office of Homeless, Foster Care, and Refugee Education Programs



Professional Learning

The McKinney-Vento Act requires State Coordinators to provide professional development opportunities for LEA personnel and the LEA liaison to assist them in identifying and meeting the needs of homeless children and youths, and to provide training on the definitions of terms related to homelessness ([42 U.S.C. § 11432\(f\)\(6\)](#)).



The Arizona Department of Education's Office of Homeless Education is excited to announce the following upcoming professional learning opportunities designed specifically for McKinney-Vento Homeless Liaisons!

	Course Title	Session Dates	Course Description
April	End of Year Process and Procedures – Mandatory Compliance Training	<p>Session 1 – Charter District Context</p> <ul style="list-style-type: none"> • Tuesday, April 23rd from 10am-12pm <ul style="list-style-type: none"> ○ Presentation: 10-11:30am ○ Q&A: 11:30-12pm • APLD Course ID# 9636 • APLD Registration Link <p>Session 2 – General Audience</p> <ul style="list-style-type: none"> • Thursday, April 25th from 10am-12pm <ul style="list-style-type: none"> ○ Presentation: 10-11:30am ○ Q&A: 11:30-12pm • APLD Course ID# 9637 • APLD Registration Link 	<p>This 1.5 hour-long professional learning session and following 30-minute Q&A opportunity will inform McKinney-Vento Homeless Liaisons of requirements and strategies to:</p> <ul style="list-style-type: none"> • notify parents, guardians, caregivers, and students of McKinney-Vento eligibility end dates, • prepare to conduct timely re-eligibility determinations for the coming school year, and • ensure data reporting compliance at the conclusion of the current school year.
May	Supporting Preschool-Aged Children Experiencing Homelessness – Mandatory Compliance Training	<p>Session 1 – Charter District Context</p> <ul style="list-style-type: none"> • Tuesday, May 14th from 10am-11am • Optional Office Hour: 11am – 12pm • APLD Course ID# 9638 • APLD Registration Link <p>Session 2 – General Audience</p> <ul style="list-style-type: none"> • Wednesday, May 15th from 10am-11am • Optional Office Hour: 11am – 12pm • APLD Course ID# • APLD Registration Link 	<p>This hour-long professional learning session and following Q&A Office Hour will inform McKinney-Vento Homeless Liaisons of the requirement to identify and support the unique needs of preschool-aged children experiencing homelessness.</p> <p>We are excited to collaborate with SchoolHouse Connection for this session, as they will provide additional insight into supporting this highly-vulnerable population.</p>

FREQUENTLY ASKED QUESTIONS

<p>Why should I attend?</p>	<ul style="list-style-type: none"> To better understand the role of the McKinney-Vento Homeless Liaison, it is helpful to know the requirements of LEAs. LEAs are instrumental in ensuring that rights and services are protected, and McKinney-Vento Homeless Liaisons are the key individuals responsible for making this happen at their LEAs. The McKinney-Vento Act includes a “job description” for the McKinney-Vento Homeless Liaison in the form of a list of duties Title 42 U.S.C. §11432(g)(6)(A). You can read the document here Local Educational Agency Liaison Duties.
<p>How many sessions am I required to attend?</p>	<ul style="list-style-type: none"> The McKinney-Vento Homeless Assistance Act requires States to adopt policies and practices to ensure participation of McKinney-Vento Homeless Liaisons and other district personnel in professional learning and technical assistance activities. Based on this requirement, as determined appropriate by our Office, all McKinney-Vento Homeless Liaisons are required to engage in a minimum of eight professional learning hours each school year to ensure that the McKinney-Vento requirements and best practices are continuously developed Title 42 U.S.C. § 11432 (f)(6); (g)(1)(J)(iv).
<p>Which session should I attend?</p>	<ul style="list-style-type: none"> To better support the variety of LEAs in Arizona, we are offering separate sessions for public charter districts and public non-charter districts. The content and requirements discussed are the same for each context. McKinney-Vento Homeless Liaisons are welcome to join either session, however we encourage you to join the session that best matches your LEA.
<p>How do I attend?</p>	<ul style="list-style-type: none"> We are excited to host each session on the new ADE Professional Learning & Development (APLD) platform!
<p>Where can I learn more?</p>	<ul style="list-style-type: none"> For additional support reference the following document, “Guidance on Attending ADE HEP Professional Learning”.
<p>Can I access sessions I missed?</p>	<ul style="list-style-type: none"> You are encouraged to view sessions that you were unable to attend. Visit our website to access the School Year 2023-2024 Professional Learning Recordings and Materials.

SUPPLEMENTAL LEARNING SOURCES



[National Center for Homeless Education \(NCHE\)](#) operates the U.S. Department of Education's technical assistance and information center for the federal Education for Homeless Children and youth (EHCY) Program. NCHE SERVE offers resource publications for organizations, parents, and students to help educate them regarding their rights. [Register for training](#) today!



[SchoolHouse Connection-Q & A](#) 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. [Click here](#) to view the webinar schedule.



[National Association for the Education of Homeless Children and Youth \(NAEHCY\)](#) is a national membership association dedicated to educational equity and excellence for children and youth experiencing homelessness. NAEHCY connects educators, parents, advocates, researchers, and service providers to ensure school enrollment and attendance and overall success for children and youth whose lives have been disrupted by the lack of safe, permanent, and adequate housing. [View webinar archives to learn more](#).

ADE Sample Forms and Guidance Documents

LEAs must develop, review, and revise policies to remove barriers to the identification, enrollment, and retention of children and youth experiencing homelessness in school, including barriers to enrollment and retention due to outstanding fees or fines, or absences.
(42 U.S.C. § 11432(g)(1)(I))

Local educational agencies (LEAs) or school districts are instrumental in ensuring that the rights and services guaranteed in the McKinney-Vento Act are implemented throughout the school district. All LEAs must follow the requirements of the McKinney-Vento Act, regardless of if they are McKinney-Vento Education for Homeless Children and Youth (EHCY) subgrantees.

The ADE Office of the Coordinator has developed guidance documents and sample forms in alignment with both the McKinney-Vento Homeless Assistance Act and the Arizona ESEA Consolidated State Plan. Please note that these documents have been developed for McKinney-Vento Homeless Liaisons to adopt and adapt to fit the needs of their LEAs. To edit a sample document, refer to the [Converting Sample Documents for LEA Use Guidance Document](#).

NEW RESOURCE!



[Local Comprehensive Needs Assessment \(LCNA\)](#)

This tool is designed to be customized to fit your LEA's Homeless Education Program (HEP). You may find that the number of questions may vary based on the stakeholder group being surveyed. The questions may need to be adjusted to language that pertains to your LEA's HEP and the services you are currently providing. The questions are intended to spark discussion and thought, which will allow you to create a framework for future HEP planning.

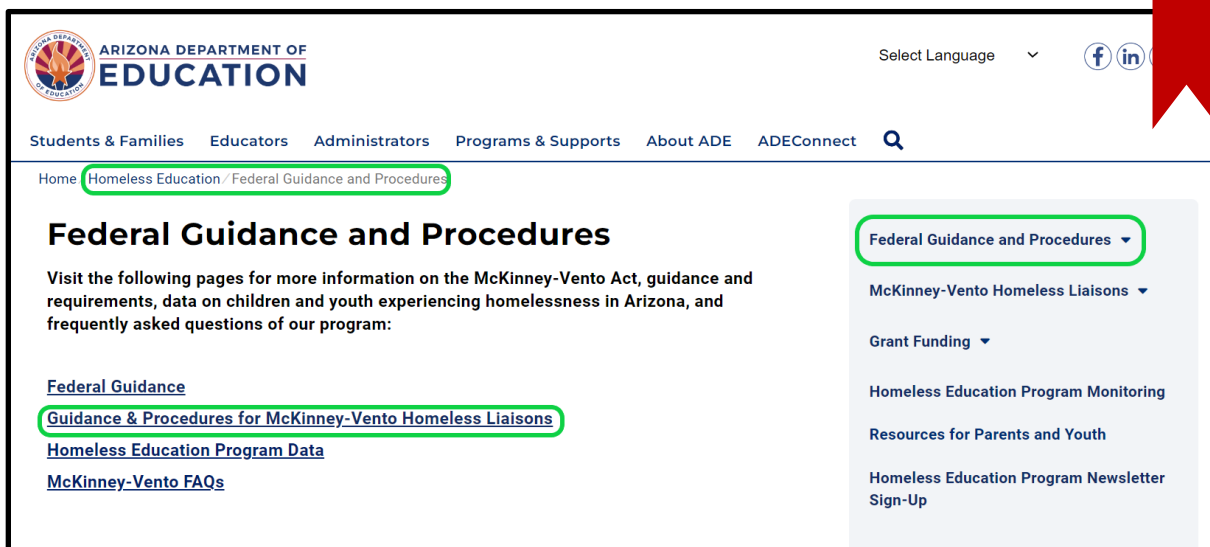
GENERAL GUIDANCE

1. The guidance documents and sample forms have been designed to correspond with [McKinney-Vento Homeless Assistance Act, Non-Regulatory Guidance](#), the [Arizona ESEA Consolidated State Plan](#), and the [National Center for Homeless Education \(NCHE\)](#). Thorough research was conducted prior to developing and sharing these resources with the field. Where applicable, legal citations have been included within documents. To this end, these resources are designed with statute and best practice in mind and should not require any significant changes.
2. Prior to use, update the documents in alignment with your LEA's branding requirements.
3. Review the text of each document to ensure the guidance throughout is accurate and applicable to your LEA.

The Arizona Department of Education's Homeless Education Program staff may modify these documents periodically. Please visit the [ADE Homeless Education website](#) regularly to ensure utilization of the latest version of each document.

IMPORTANT REMINDERS

- These **documents** have been developed for McKinney-Vento Homeless Liaisons to **adopt** and **adapt** to fit the needs of their LEAs.
- **Prior** to implementing the guidance documents and sample forms, each resource should be **reviewed** and **modified** to fit the unique needs of the LEA.
- [Click here for instructions for Converting Sample Documents for LEA Use](#)
- **Bookmark** our **website** to quickly access additions and revisions to ensure you have the most up to date information.



Technical Assistance

Through strong leadership, collaboration, and communication with local McKinney-Vento Homeless Liaisons, the State Coordinator can help ensure that districts carry out the requirements of the McKinney-Vento Act. The State Coordinator is responsible for establishing clear-cut policies and procedures at the State level and communicate this information to districts to facilitate the smooth and consistent implementation of the McKinney-Vento Act (U.S. Department of Education (ED), 2016, p.11).



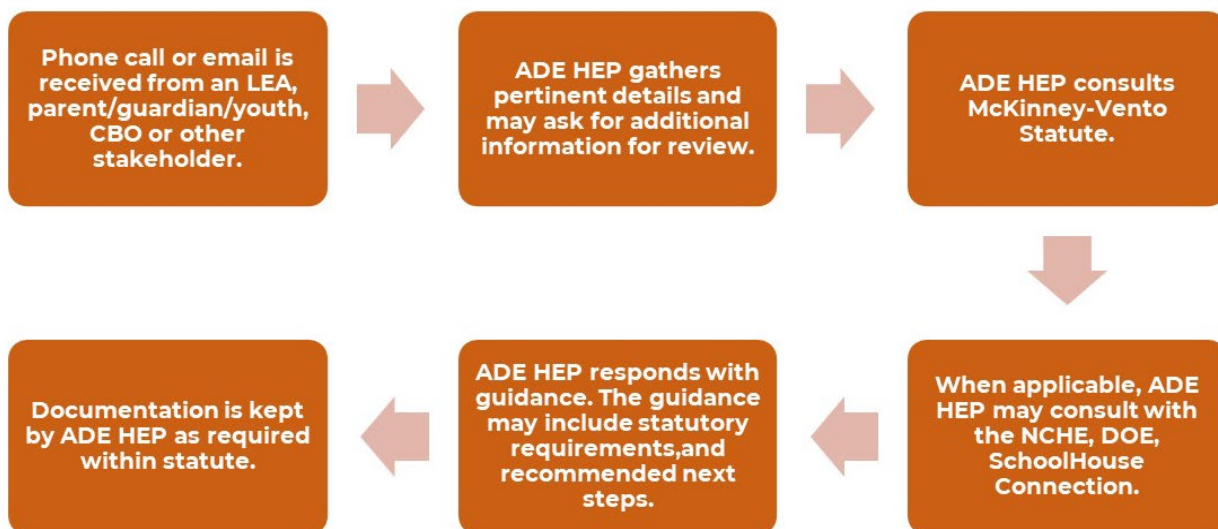
The Education of Homeless Children and Youth (EHCY) program is a shared responsibility across federal, state, and local entities. The U.S. Department of Education provides grants, oversight, and technical assistance (TA) to SEAs who develop and implement programs responsive to identified needs in their LEAs.

This shared responsibility requires each entity in the EHCY program to collaborate and continually assess the effectiveness of the program from the vantage point of their roles. The Office of the State

Coordinator serves as an essential bridge between the SEA and the state's LEAs. Our office partners directly with the US Department of Education to stay abreast of emerging trends, priorities, and strategies. Additionally, our role is to act as the expert for our state context and for distributing resources and knowledge. [NCHE State Coordinator's Handbook 2023](#)).

Have you ever wondered what process our office follows when we receive a request for technical assistance from an LEA, parent, guardian, youth, or other stakeholders? The flow chart below provides an overview of how our team has designed the process to ensure reliable, accurate and timely responses are provided. During the technical assistance process our office may review McKinney-Vento statute, and consult with NCHE, SchoolHouse Connection, the Department of Education, and internal partners. As each request is addressed the Office of the State Coordinator will collect critical data and insights from situation and then report the data to the Department of Education.

Technical Assistance Process



Our office is available to provide technical assistance upon request. Examples of questions that are frequently addressed through technical assistance may include but are not limited to: HEP policy, awareness, identification, transportation, best interest determination (BID), data reporting requirements, grants, missing enrollment documentation, statutory requirements, monitoring preparation, etc.

If you encounter a situation that you would like support on, please contact us at (602) 542-4963 or via email at Homeless@azed.gov.

Grants Updates



We are excited to announce the FY24 EHCY Cohort II and FY 24 EHCY Mini-Grant subgrantees! Please see the list below and be on the lookout for this information to be posted on [the EHCY Funding page](#).

FY24 EHCY Cohort II	
Local Education Agency (LEA) Name	Award Amount
Marana Unified District	\$37,538.62
Flagstaff Unified District	\$37,538.62
Amphitheater Unified District	\$25,034.62
Phoenix Elementary School District	\$49,538.62
PAS Charter Inc., dba Intelli-School	\$61,538.62
Creighton Elementary District	\$61,538.62
Glendale Union High School District	\$37,341.06
Tolleson Elementary District	\$61,538.62
Total: \$371,607.40	

FY24 EHCY Mini-Grant	
Local Education Agency (LEA) Name	Award Amount
Arizona School for the Deaf and Blind	\$5,000.00
ASU Preparatory Academy 078546000	\$5,000.00
ASU Preparatory Academy 078250000	\$5,000.00
ASU Preparatory Academy 078207000	\$5,000.00
Baboquivari Unified School District #40	\$15,000.00
Balsz Elementary District	\$5,000.00
Basis Charter Schools, Inc. 078282000	\$5,000.00
Basis Charter Schools, Inc. 078269000	\$5,000.00
Career Success Schools	\$5,000.00
Cartwright Elementary District	\$5,000.00
Chandler Unified District #80	\$10,000
Empower College Prep	\$15,000.00
Estrella Education Foundation	\$5,000.00
Fit Kids, Inc. dba Champion Schools	\$15,000.00
Genesis Program, Inc.	\$15,000.00
Intelli-School Inc.	\$15,000.00
J O Combs Unified School District	\$5,000.00
Legacy Traditional-Glendale	\$5,000.00
Legacy Traditional - Laveen	\$5,000.00
Marana Unified School District	\$5,000.00
Mayer Unified School District	\$15,000.00
Mesa Unified School District	\$10,000.00
Morristown Elementary District	\$5,000.00
Nadaburg Unified School District	\$15,000.00
PAS Charter School, Inc., dba Intelli-School	\$15,000.00
Prescott Valley Charter School	\$5,000.00
Riverside Elementary District	\$5,000.00
SC Jensen Corporation, Inc., dba Intelli-School	\$15,000.00
Science Technology Engineering and Math Arizona	\$15,000.00

Scottsdale Unified District	\$5,000.00
Tolleson Elementary District	\$15,000.00
Washington Elementary District	\$5,000.00
Williams Unified District	\$5,000.00
Total: \$265,000.00	

FY25 EHCY Continuation Grant Application Information



- **Application Open Date:** March 1, 2024
- **Application Close Date:** May 1, 2024
- **Project Start Date:** July 1, 2024
- **Project End Date:** September 30, 2025

All recipients of FY 24 EHCY Grants must complete the FY25 Continuation Grant application by the close date to continue into year 2 of the 3-year funding cycle:

- **FY24 EHCY Year I**
- **FY24 EHCY Cohort II**
- Only current subgrantees of the FY24 EHCY Cohort I & II Grants are eligible to complete will complete the same FY25 EHCY Continuation Grant application
- All eligible subgrantees will complete the same FY25 EHCY Continuation Grant application

If you have any questions, please reach out to Jan.Brite@azed.gov.

Critical Topics & Resources



Reporting Student Data

All LEAs, which includes Charter Districts, are required to report “reliable, valid, and comprehensive data” regarding their HCY and UHY enrollment numbers to the State Education Agency (SEA) ([42 U.S.C. § 11432 \(g\)\(6\)\(C\)](#)). These enrollment numbers are then reported to the U.S. Department of Education, and are used to determine the State’s Education for Homeless Children and Youth (EHCY) allocation ([42 U.S.C. § 11432 \(f\)\(3\)](#)), and ongoing programmatic decision-making for the State Homeless Education Program.

To support with this requirement, our Office has devised guidance and is has been reaching out to the field regarding the current number of homeless children and youth (HCY) and unaccompanied homeless youth (UHY) reported for the SY23-24.

To **ensure** your HCY and UHY enrollment **data** is **accurate** and in accordance with the McKinney-Vento statute, please review the following:


Students in Foster Care	<ul style="list-style-type: none"> • Students in the foster care system are no longer counted in HCY enrollment data, as per the reauthorization of the Elementary and Secondary Education Act (ESEA) in December 2015.
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Preschool-Aged HCY Children	<ul style="list-style-type: none"> • Identified HCY between the ages of 3-5 years are included in your LEA's/Charter District's total enrolled HCY, only if they are enrolled in a preschool program provided by your LEA. • Children ages 0-2, or 3-5, and not enrolled in a preschool program at your LEA, are not included in your total enrolled HCY count.
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HCY & UHY Students	<ul style="list-style-type: none"> • Identified HCY students are required to have their needs identifiers and corresponding primary nighttime residence entered in the student information system (SIS). • Identified UHY must be coded with both the HCY and UHY needs identifiers and must have the same corresponding primary nighttime residence in your SIS. <ul style="list-style-type: none"> ▪ For example, a student who is experiencing homelessness and is unaccompanied would be entered into the SIS with both the HCY and the UHY needs identifiers, along with the same primary nighttime residence code for each need (i.e., HCY and UHY).
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If There's a Change in Status for HCY/UHY Students	<ul style="list-style-type: none"> • Once students are identified and enrolled at your LEA, do not remove their HCY or UHY needs identifiers in your SIS, even if the students transfer to another LEA District. • If HCY/UHY students' circumstances change, such as they find permanent housing, do not remove their HCY or UHY needs identifiers in your SIS.
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AzEDS HCY and UHY Student Need Data Elements

Please reference the AzEDS HCY and UHY student need data element		Code	Descriptor
		6	Homeless
		21	Unaccompanied Youth

and code listed here:

Please also reference the primary nighttime residence codes here, which are required for both HCY and UHY:

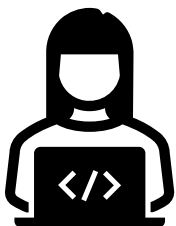
Code	Descriptor
1	Sheltered
2	Doubled Up
3	Unsheltered
4	Hotel/motels

Your LEA's/Charter District's HCY and UHY needs data can be validated using the AzEDS SUPP11 report.

- To access this report, please **contact** your **LEA's** Entity **Administrator**. If your LEA requires assistance on how to get these elements submitted through your student information system (SIS), please contact your vendor and refer to the [Use Case document for FY 2022](#).

Please note that HCY and UHY enrollment data must be entered into the SIS throughout the school year, not at its conclusion.

- This helps your LEA ensure that the enrollment numbers are accurate at any given time throughout the school year and provides consistent opportunities for your McKinney-Vento Homeless Liaison and data team to run enrollment data integrity reports to check against their internal tracking systems. **This process should be done at least every two weeks.**



If your LEA needs support concerning your data integrity, please contact our office. You may also review the recent professional learning session entitled, [McKinney-Vento End of Year Process and Procedures](#) to obtain additional information.

Celebrating the Work You Do!

Congratulations to Andrea Popejoy from the Arizona Agribusiness and Equine Center-Prescott Valley (AAEC) who has been honored as the 2024 Arizona Housing Coalition McKinney-Vento Homeless Liaison of the Year!



Photo: Homeless Education Program Coordinator, Rita Rodriguez (left) and Arizona Housing Coalition McKinney-Vento Homeless Liaison of the Year, Andrea Popejoy (right) posing for a photo.

The award was presented by the Arizona Housing Coalition (AZHC) in collaboration with the Arizona Department of Education's Homeless Education Program during the awards ceremony held at the 2024 AZHC Annual Conference.

Principal for the AAEC-Prescott Valley, shared that, "Andrea Popejoy's dedication to the principles of the McKinney-Vento Homeless Assistance Act has had a significant impact on the lives of those experiencing homelessness in our community. Her tireless efforts have not only met the requirements of the Act but have gone above and beyond to create a positive and supportive environment for these vulnerable individuals". Congratulations Andrea and AAEC! The ADE HEP Team is both grateful and honored to work alongside you to ensure educational access for children and youths experiencing homelessness throughout Arizona.



Amazing work is going into the support of homeless children and youth across Arizona, and we would love to celebrate it. Please continue to share events you will be hosting throughout the year so that we can highlight your work.

Send your pictures and event information to [Rita Rodriguez](#), State Homeless Education Program Coordinator.

Final Notes

The ADE Homeless Education Program (HEP) Team participated in the 29th Annual Arizona Housing Coalition Conference on February 27th & 28th. This year's theme was "Bring It Home", which was a call to action to enhance communication and advocacy within community programs to increase the availability of safe and affordable homes throughout Arizona.



Photo: Homeless Education Program Coordinator, **Rita Rodriguez**, presenting to homeless service providers and community-based organizations.

On the first day of the conference, the ADE HEP Team along with our collaborative partner Sara Sims from Phoenix Elementary School District provided tailored professional learning for homeless service providers and community-based organizations. Through "The Educational Rights of Children and Youth Experiencing Homelessness, What You Need to Know!" session, participants became familiarized with the McKinney-Vento Homeless Assistance Act, learned about the statutory responsibilities and requirements of LEAs, and were provided a model for how their agencies can create collaborative partnerships with LEAs to further support the academic success of children and youths experiencing homelessness.



IMPORTANT ANNOUNCEMENT!

Arizona Housing Coalition

Speaking Up for Home and Hope

Proud Home of the Arizona Veterans StandDown Alliance



In partnership, the Arizona Housing Coalition (AZHC) welcomes the Arizona Department of Education and our state's McKinney-Vento Homeless Liaisons as new members of the Coalition. AZHC is the largest housing stability advocacy organization in Arizona, with more than 300 member organizations, community advocates and governmental representatives. Through building partnerships, AZHC collaborates with other organizations to increase the supply of affordable homes and build capacity among service providers to end homelessness. Furthermore, we are leading in the continuation of the necessary dialogue and learning on how to best address housing injustices affective minorities and people of color in their efforts to gain and maintain housing stability.

We are pleased to have the Arizona Department of Education and our state's McKinney-Vento

Homeless Liaison's join the collective voice of the Arizona Housing Coalition and support their mission to end homelessness and advocate for safe, affordable homes for all Arizonans.

Your Membership Includes:

- Subscription to Coalition e-Newsletter: [Click Here](#) and click "SIGN-UP FOR NEWS"
- Exclusive members-only communications, including Advocacy Alerts
- Discounted rates for Coalition **events** and training **workshops**
- Ability to participate in Coalition committee(s)
- Listing on Coalition's membership website "org members only"
 - [Arizona Department of Education/McKinney-Vento Homeless Liaison](#)

Additional Important Membership Information

- Membership Expiration Date: January 18, 2025
- **Membership Questions?**
 - **Contact, Arizona Housing Coalition**
 - Sylvia Waynick, Membership and Corporate Development Manager
Email: sylvia@azhousingcoalition.org
 - Phone: (602) 635-7732