

Arizona Homeless Education Program

McKinney-Vento in Practice for New Liaisons August 2024

Housekeeping Items

- If you have questions throughout today's session, please share them in the following ways:
 - Enter simple questions into the Q&A feature or type them into the chat.
 - Save in-depth questions for after session office hours.
 - Email <u>homeless@azed.gov</u> with any LEA-specific questions.
- Today's session is being recorded. The recording and presentation slides will be made available to attendees after the training.
- All resources referenced in this training as well as the recording and presentation slides will be shared following the session on the Arizona Homeless Education Program website.
- Al note-taking and other tools are not permitted in ADE sessions.

Arizona Department of Education

The Arizona Department of Education is a service organization committed to raising academic outcomes and empowering parents.

Arizona Homeless Education Program

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

Mission Statements





Meet the Team



Dr. Brittani (Didi) Roy

Director of

Educational Policy

& Program Integrity

Homeless Education Program

Homeless, Foster Care, and Refugee Student Support



Rita Rodriguez Homeless Education Program Coordinator



Marisa Peña Refugee Student Support – Lead Program Specialist



Jan Brite Homeless Education Program Grants Specialist



Gary Waiyaki Homeless Education Program Data & Monitoring Specialist

Arizona Homeless Education Program



Dr. Brittani (Didi) Roy

Director of Educational Policy & Program Integrity



Purpose

 Ensure that each student receives a quality and comprehensive education that empowers them academically, professionally, and personally

- Oversee the Office
- Ensure compliance with governing federal and state statutes
- Develop data-driven systems to better serve LEAs/Charter Districts and students

Rita Rodriguez

Homeless Education Program Coordinator



Purpose

 Bring awareness, hope, understanding, and support to all individuals impacted by homelessness in our State

- Support all stakeholders in the State to ensure the identification, and immediate enrollment of HCY
- Support the field by providing reliable, valid and comprehensive information through guidance, professional learning, and technical assistance
- Ensure federal statue and the State Plan is carried out

Jan Brite

Homeless Education Program Grants Specialist



Purpose

 Provide services to ensure that all students fulfill their greatest potential and live their best lives

- Provide support for EHCY and FY22 ARP-HCY I & Il grants
- Support LEAs in the preparation and submission of grant applications and revisions
- Review and provide Program Specialist level approval for grant submissions

Gary Waiyaki

Homeless Education Program Data & Monitoring Specialist



Purpose

 Enhance educational access and outcomes for children and youth experiencing homelessness in Arizona by managing state-level data and ensuring compliance with federal and state requirements.

- · Conduct LEA HEP program monitoring and evaluation
- Provide data-driven professional learning, technical assistance
- Collaborate with stakeholders to drive programmatic improvements at the LEA level to remove barriers to academic success for children and youth experiencing homelessness.

Marisa Peña

Program Specialist / Refugee Student Support Lead



Purpose

 Support the field in developing informed, high-quality, and comprehensive programs to ensure that all students are provided an opportunity to learn

- Support the HEP and FCEP
- Provide support for LEAs with refugee and other newcomer students



Today's Session



How long have you been a McKinney-Vento Homeless Liaison?



Common Acronyms and Terms

DOE

Department of Education

ADE

Arizona

Department of Education

HCY

Homeless Children and Youth

SIS

Student information system

CBO

Community-

based

organization

BID

Best interest determination

SEA **State Education** Agency

LEA

Local educational agency

HEP

Homeless Education Program

UHY

Unaccompanied Homeless Youth

SHC

SchoolHouse Connection

NCHE

National Center for Homeless Education

TA

Technical Assistance

Site-Based McKinney-Vento **Homeless Liaison**

McKinney-Vento Homeless

Liaison of Record

Objective

McKinney- Vento Homeless Liaisons will...

- become familiarized with their roles, responsibilities, and requirements as detailed in the McKinney-Vento Act, and
- learn how to access pertinent tools and resources to build and maintain a robust Homeless Education Program at their LEA

Agenda

- The Ten Legal Duties of the McKinney-Vento Homeless Liaison
 - Identify and Enroll
 - Coordination of Services
 - Dispute Resolution
 - Awareness
- Requirements of Arizona McKinney-Vento Homeless Liaisons
- Resources for Arizona McKinney-Vento Homeless Liaisons
- Professional Learning Updates from the Arizona Homeless Education Program
- Optional Office Hour

Pre-Assessment

Let's test your knowledge.

Pre-Assessment

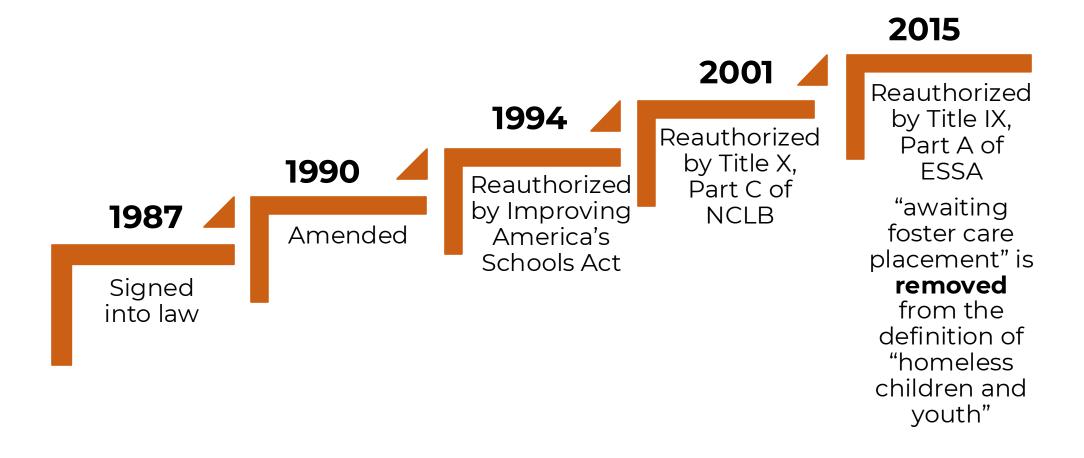
- 1. The ten key duties of McKinney-Vento Homeless Liaisons are determined by the...
- 2. As a McKinney-Vento Homeless Liaison in Arizona, I must also ensure...
- 3. What resources are available to McKinney-Vento Homeless Liaisons to learn about their duties, navigate challenges, and obtain technical assistance and support?
- 4. True or False: Ensuring that the McKinney-Vento Homeless Liaison has the capacity (time, knowledge, tools, authority) to fulfill their duties is a statutory requirement of local education agencies.

The Ten Legal Duties of the McKinney-Vento Homeless Liaison



- Responsibilities of the McKinney-Vento Homeless Liaison
- Statutory Citation, Stakeholders, & Requirements of each of the Ten Legal Duties

McKinney-Vento Act History





Resources Utilized to Develop Today's Session





- NCHE's Local Homeless Education Liaisons: Understanding Their Role Brief
- SchooHouse Connection's Essential Tools and Support for New Liaisons
- SchoolHouse Connection's Calendar of Events
- SchoolHouse Connection's Assessing the Capacity of LEA McKinney-Vento Liaisons

McKinney-Vento Definition of Homeless





Fixed: Stationary, permanent, not subject to change.



Regular: Used on a predictable, routine, consistent basis.



Adequate: Lawfully and reasonably sufficient.

Does it sufficiently meet the physical and psychological needs typically met in a home environment?

Common Qualifying Living Situations

Sheltered

- Shelters
- Transitional or other housing programs that meet the shelter criteria

Unsheltered

- Abandoned buildings
- Campgrounds, parks, vehicles
- Inadequate housing structures or trailer parks

Hotel / Motel

· Temporary housing in hotel or motel

Doubled-Up

- Sharing housing with friends or family due to loss of housing, economic hardship, or similar reason.
- Typically not of mutual interest.

Unaccompanied

- · A homeless child or youth not in the physical custody of a parent or guardian.
- This includes when a student is with a family member, but that person is not their legal guardian.

Migratory children may qualify as homeless for the purposes of this subtitle if the child or youth is living in circumstances described.



Responsibilities of the McKinney-Vento Homeless Liaison

- 1. Homeless youth are *identified* through outreach with other agencies;
- 2. Homeless youth are **enrolled** in and have full and equal opportunity to succeed in school;
- Access to federally required resources: HeadStart and other *preschool* programs, interventions under IDEA, etc.;
- 4. **Referral to well-being services**: health care, dental, mental health, substance abuse, housing, etc.;
- 5. **Inform** families and youth of **educational opportunities** with meaningful opportunities to participate;

- 6. Provide understandable *public notice of educational rights* in locations frequented by homeless youth, guardians, and unaccompanied youth: schools, shelters, public libraries, soup kitchens;
- 7. Mediate enrollment *disputes* according to federal guidance;
- 8. Inform family and youth of all **transportation** services;
- 9. Provide **professional development** and support for all stakeholders who serve homeless students; and
- 10. Assist *unaccompanied youth* with: enrollment, academic access and success, and notification of "Independent" status and assistance for FAFSA.

Identify and Enroll



- 1. Identification
- 2. Enrollment
- 3. Identification of young children and referrals to early childhood programs
- 10. Unaccompanied Homeless Youth (UHY)

"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

homeless children and youth are identified by school personnel through outreach and coordination activities with other entities and agencies;"

42 U.S.C. § 11432 (g)(6)(A)(i)

1. Identification



"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

homeless children and youths are enrolled in, and have a full and equal opportunity to succeed in, schools of that local educational agency;."

42 U.S.C. § 11432 (g)(6)(A)(ii)

2. Enrollment



"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

homeless families and homeless children and youths have access to and receive educational services for which such families, children, and youths are eligible, including services through **Head Start programs** (including Early Head Start programs) under the Head Start Act, **early** intervention services under part C of the Individuals with Disabilities Education Act, and other preschool programs administered by the local educational agency;"

42 U.S.C. § 11432 (g)(6)(A)(iii)

3.

Identification of young children and referrals to early childhood programs



"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-unaccompanied youths—

- (I) are **enrolled** in school;
- (II) have **opportunities to meet the same challenging State academic standards** as the State establishes for other children and youth, including through implementation of the procedures under paragraph (1)(F)(ii); and
- (III) are informed of their status as independent students under section 1087vv of title 20 and that the youths may obtain assistance from the local educational agency liaison to receive verification of such status for purposes of the Free Application for Federal Student Aid described in section 1090 of title 20."

42 U.S.C. § 11432 (g)(6)(A)(x)

10.

Unaccompanied Homeless Youth



"LEAs must develop, review, and revise policies to remove barriers to the identification, enrollment, and retention of children and youth (including preschoolaged children and unaccompanied youth) experiencing homelessness in school, including barriers to enrollment (reenrollment) and retention due to outstanding fees or fines, or absences."

42 U.S.C. §11432(g)(1)(I)

Removal of Barriers



Identification Process

Awareness

Identification

Referral

Enrollment

Interview

Eligibility Determination

Eligibility
Determination
Letter

Notification to District Level Supports

SIS Data Entry

Student Residency Questionnaire

				uations may	^	sing o
oday's date:						
ame of individual compl	eting this form:					
our telephone number:		You	ır email addr	ess:		
udent name:				-		
ast school attended:			Current grad	e: Bi	rth date:	
o you have additional ch	nildren attending s	chool in our dis	strict? Yes	No □		
o you have children of th	ne preschool age?	Yes □ No □	1			ar plac
ease provide informatio	n about additional	children atten	ding school in	our district o	or of preschool age.	_
Last Name	First Name		Grade Scho	ool	District	
ddress of where the stud	ant clost last pich					

The Arizona HEP requires the use of the Arizona Student Residency Questionnaire (SRQ)

- The SRQ must be provided at any time enrollment is requested.
- Completion of the SRQ may not be required nor a prerequisite for consideration of review for of eligibility or confirmation of eligibility.
- Upon indication of homelessness, all potentially eligible students are to be immediately enrolled.
- The SRQ must be accompanied by the Rights of Homeless Students.

The Educational Rights of Homeless **Children and Youths**



The Educational Rights of Homeless Children and Youths

The LEA/Charter District shall provide an educational environm dignity and respect. Every homeless student shall have access appropriate educational opportunities as students who are not h the educational rights of homeless children, youth, and unaccor services, programs, and activities provided or made available.

McKinney-Vento Definition of Homeless:

The term "homeless children and youth"— means individua and adequate nighttime residence [42 U.S.C. § 11434a(2)]

A student may be considered eligible for services as a "Homeles McKinney-Vento Homeless Assistance Act if he or she is present following situations:

- · sharing the housing of other persons due to loss of hor
- living in motels, hotels, trailer parks, or camping grour of alternative adequate accommodations,
- living in emergency or transitional shelters; or are abar
- have a primary nighttime residence that is a public or primary nighttime residence. designed for or ordinarily used as a regular sleeping a human beings,
- · living in cars, parks, public spaces, abandoned building housing, bus or train stations, or similar settings, or
- is a migratory child who qualifies as homeless for the p the children are living in circumstances described above

LEA Homeless Liaison Email address

The Educational Rights of Homeless Children and

To remove educational barriers for children and youths experiencing homelessness, the McKinney-Vento Act mandates the following: Immediate Enrollment: Documentation and immunization records cannot serve as a barrier to the enrollment in school [42 U.S.C. §11432(g)(3)(C)]

School Selection and Maintained Enrollment: McKinney Vento eligible students have a right to select from the options outlined below. Students may remain enrolled in their selected schools for the duration of homelessness, and until the end of the academic year upon which they are permanently housed or enroll the child or youth in any public school that non-homeless students who live in the attendance area in which the child or youth is living are eligible to attend. [42 U.S.C. §11432(q)(3)(A), 42 U.S.C. §11432(g)(3)(B) and 42 U.S.C. §11432(g)(3)(I) (i)].

School of Origin	School of Residency
The school the student attended when permanently	The school in the attendance area in which the
housed	student currently resides
The school in which the student was last enrolled	

Transportation Services: McKinney-Vento eligible students attending their School of Origin have a right to transportation to and from the School of Origin [42 U.S.C. §11432(g)(1)(J)(iii)].

Participation in Programs: McKinney-Vento eligible students are guaranteed the right to services comparable to services offered to other students in the school [42 U.S.C. §11432(q)(4) & (6)(iii)].

Unaccompanied Youth Experiencing Homelessness: McKinney-Vento eligible students are guaranteed the right to immediate enrollment without proof of guardianship [42 U.S.C. §1432(q)(1)(H)(iv)].

Access to Extracurricular Activities: Removal of barriers to accessing academic and extracurricular activities for homeless students who meet relevant eligibility criteria [42 U.S.C. §11432(q)(1)(F)(iii)].

Dispute Resolution: If you disagree with school officials about enrollment, transportation, or fair treatment of a homeless child or youth, you may file a complaint with the school district [42 U.S.C. §11432(q)(3)(E)].

Appointment of a Local Homeless Liaison: The McKinney-Vento Act mandates the appointment of a local Homeless Liaison in every school district or local education agency (LEA) to ensure that homeless children and youth are enrolled in and have a full and equal opportunity to succeed in school [42 U.S.C. §11432(q)(1)(J)(ii) and U.S.C. §11432(q)(6)(A)].

For more information, refer to Arizona Department of Education, Homeless Education, 42 USC CHAPTER 119, SUBCHAPTER VI, Part B; Education for Homeless Children and Youths, and the AZ State ESSA Plan. You may also contact:

State Homeless Education Program Coordinator LEA Homeless Liaison Arizona Department of Education LEA Name 1535 W. Jefferson Street LEA Homeless Liaison Office Address Phoenix, AZ 85007 LEA Homeless Liaison Phone Number

(602) 542-4963 Homeless@azed.gov



When should this be shared?

- At the time any child or youth **seeks** enrollment (re-enrollment) and at least twice annually;
- **Anytime** a McKinney-Vento **Eligibility Determination** is made;
- Anytime a school enrollment decision is made;
- During training with school district personnel and community partners; and

Guidance and Required Forms



Guidance for Utilizing the Arizona Student Residency Questionnaire and The Educational Rights of Homeless Children and Youths

As outlined in the Arizona ESEA Consolidated State Plan, local education agencies (LEAs), including charters, in the State of Arizona are required to utilize the Arizona Student Residency Questionnaire and The Educational Rights of Homeless Children and Youths. Please reference the following guidance to ensure compliance with statutory requirements when developing these required

Requirements to Ensure Statutory Compliance when Developing Required Documents

- . LEAs must convert the Arizona Student Residency Questionnaire and The Educational Rights of Homeless Children and Youths documents into an editable format to make required modifications. Please reference the Instructions for Converting Sample Documents for LEA Use resource for assistance with this process.
- . LEA modifications to the Arizona Student Residency Questionnaire must follow the following guidelines:
 - Replace the Arizona Department of Education Homeless Education logo with the LEA's
 - o Add any additional questions that may enhance the LEA's ability to identify students experiencing homelessness.
 - o Add any additional information that may be pertinent for individuals completing this form to be aware of.
 - Do NOT modify or remove any existing questions, information, or elements.
- . LEA modifications to The Educational Rights of Homeless Children and Youths must follow the following guidelines:
 - o LEAs may NOT omit or withhold access to information about all of the rights as outlined in the McKinney-Vento Homeless Assistance Act. The Educational Rights of Homeless Children and Youths resource was developed to include information about all of the rights within the law, therefore LEAs may NOT omit of any of the information included.
 - o Fill in all information requested for the LEA Homeless Liaison in the designated space. Do NOT remove the State Homeless Education Program Coordinator information.

Statutory Requirements

- · Provision of both the Student Residency Questionnaire and The Educational Rights of Homeless Children and Youths is required at any time enrollment is requested and twice annually (42 U.S.C. § 11432 (g)(3)).
- . LEAs may not require completion of the Student Residency Questionnaire for enrollment or eligibility determinations, as doing so may impose a barrier to the identification, immediate enrollment, and retention of students experiencing homelessness (42 U.S.C. § 11432 (g)(1)(l)).
- · Parents, guardians, caregivers, and youth must be provided the opportunity to complete the Student Residency Questionnaire and access the accompanying Educational Rights of Homeless Children and Youths at any point in the year (42 U.S.C. § 11432 (g)(1)(I)).

Guidance for Utilizing the Arizona Student Residency Questionnaire and The Educational Rights of Homeless Children and Youths 8/2024

Homeless Education Section A Your email address: Student name: Current grade: Do you have children of the preschool age? Yes
No
No Address of where the student slept last night: "Yes", please continue to the next section.

Arizona Student Residency Questionnaire

Information contained on this form is confidential and used to determine whether a child or youth meets the definition of homeless under the McKinney-Vento Act. The Education for Homeless Children and Youth (EHCY) program as authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seg.). Please note, false claims about living situations may affect enrollment.

Today's date:		
Name of individual completing this form:		
Vt-lb	V714	

Do you have additional children attending school in our district? Yes

No

Please provide information about additional children attending school in our district or of preschool age.

Lastivanie	FILSCIVATING	Grade	301001	District

Is this address based on a temporary living arrangement due to the loss of housing? Yes

No (Examples: sharing the housing with others due to economic hardship or similar reason; hotel/motel; shelter; transitional housing; car; park; campsite; and inadequate housing, including no running water, electricity, or adequate space)

NOTE: If you checked "No" to the temporary living arrangement, you may STOP here. If you checked

Arizona Student Residency Questionnaire, 8/2024

Education

ing or

Homeless

The Educational Rights of Homeless Children and Youths

The LEA/Charter District shall provide an educational environment that treats all students with dignity and respect. Every homeless student shall have access to the same free and appropriate educational opportunities as students who are not homeless. This commitment to the educational rights of homeless children, youth, and unaccompanied youth, applies to all services, programs, and activities provided or made available.

McKinney-Vento Definition of Homeless:

The term "homeless children and youth"— means individuals who lack a fixed, regular, and adequate nighttime residence [42 U.S.C. § 11434a(2)].

A student may be considered eligible for services as a "Homeless Child or Youth" under the McKinney-Vento Homeless Assistance Act if he or she is presently living in one of the following situations:

- . sharing the housing of other persons due to loss of housing, economic hardship, or a similar
- living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations,
- living in emergency or transitional shelters; or are abandoned in hospitals,
- have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for
- living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings, or
- . is a migratory child who qualifies as homeless for the purposes of this subtitle because the children are living in circumstances described above.

Vento nnot

> select ation of enroll

a right to

anteed

ular

eatment (3)(E)].

of a local children U.S.C.

rdinator



The Educational Rights of Homeless Children and Youths, 8/2024

Arizona Student Residency Questionnaire, 8/2024

Early Childhood

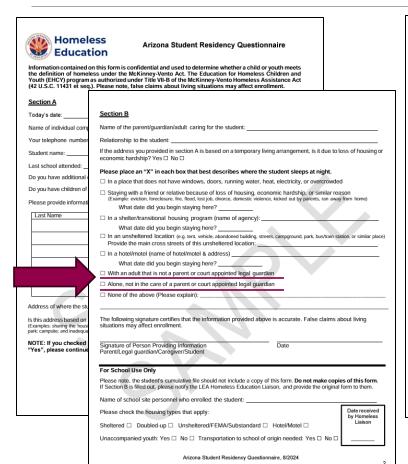
Homeless				
Arizona Student Residency Questionnaire				
Information contained on this form is confidential ar the definition of homeless under the McKinney-Ver Youth (EHCY) program as authorized under Title VII- (42 U.S.C. 11431 et seq.). Please note, false claims a	nto Act. The Education for Ho B of the McKinney-Vento Hom	meless Children and eless Assistance Act	t:	
Section A			nporary living arrangement, is it due to loss of	of housing o
Today's date:				
Name of individual completing this form:			where the student sleeps at night.	
Your telephone number:Y			water, heat, electricity, or overcrowded using, economic hardship, or similar reason	
Student name:			estic violence, kicked out by parents, ran away from	home)
Last school attended:	Current grade: Birth o	date:		
Do you have additional children attending school in our			gency):	
Do you have children of the preschool age? Yes □ No			uilding, streets, campground, park, bus/train station, o	or similar pla
Please provide information about additional children atte	ending school in our district or of	preschool age.	ation:	
Last Name First Name	Grade School	District		
			gal guardian	
			gal guardian	
	,		ided above is accurate. False claims about	living
Address of where the student slept last night:			Date	
Is this address based on a temporary living arrangement of (Examples: sharing the housing with others due to economic hard park; campsite; and inadequate housing, including no running water.	due to the loss of housing? Yes E	□ No □		
NOTE: If you checked "No" to the temporary living a "Yes", please continue to the next section.		ere. If you checked	e a copy of this form. Do not make copies of lucation Liaison, and provide the original form	this form. to them.
Arizona Student Reside	ency Questionnaire, 8/2024	-		ate received y Homeless Liaison

REQUIREMENTS

- •Review the response on the Arizona Student Residency Questionnaire. "Do you have children of the preschool age?"
- •Develop partnerships with your local early childhood development providers.
- •Provide McKinney-Vento training for early childhood partners.
- Establish MOUs with local early childhood development providers to help facilitate referrals and enrollment

chool of origin needed: Yes
No

Unaccompanied Homeless Youth (UHY)





ADE Caregiver's Authorization Affidavit (Sample Form)

The information on this form is required to meet The Education for Homeless Children and Youth (EHCY) program authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seg.), also known as the McKinney-Vento Act. There are situations when a child or youth who is homeless may not be able to reside with their paren or guardian; however, this fact does not nullify the child's/youth's right to receive a free, appropriate public education. This

The adult "caregiver" requesting enrollment for a minor student presenting him/herself for enrollment and educational services while not in the physical custody of a parent or legal guardian shall complete this form

By signing below, I acknowledge the following:

- I am 18 years of age or older and have agreed to fulfill the role of caregiver for the minor student named below who is unaccompanied by a parent or legal guardian.
- Lagree to make a good faith effort to encourage the minor student named below to attend school
- I will attempt to contact the school office if I become aware that the minor student named below will not be attending school on that day(s) and share whether the absence is with or without my approval
- I have provided the school district with proof of my residence and personal identification.
- I understand that signing this document does not make me the legal quardian of the minor student listed below of make me financially responsible for the minor student, even if I am providing financial support to the student.
- I understand that I may choose to make educational decisions on behalf of the minor and in all other ways stand in for the authorizing party with respect to federal, state and district educational policy, including, but not limited to accessing the minor's educational records, representing the minor in enrollment, disciplinary, curricular, special education or other matters, signing permission slips for school activities, and any other decision that facilitates the minor's educational experience.

Student Information	
Name of the minor student:	Date of birth:
Last school or district the student attended:	
Caregiver Information	
Name:	Date of birth:
Home address:	
Telephone number(s):	Email address:
General Information	
Please check one and provide additional infor	rmation if it is available:

- ☐ The student is staying at my home address, as listed above
- ☐ The student is staying at the following location:
- Please check any that apply
- □ While I am currently helping with the care of the minor student. I do not wish to assist school officials with making
- education-related decisions
- officials with making education-related decisions in the best interest of the student and have received no objection Please provide the name and phone number for the parent:

For School Use Only
This form should accompany the Student Residency Questionnaire. Send the original forms to the LEA Homeless Liaison. The

student's cumulative file should not include a copy of this form and you should not make copies under any circumstances. Name of school site personnel who enrolled the student:

REQUIREMENTS

- •Review the check-boxes on the Arizona Student Residency Ouestionnaire: "With an adult that is not a parent or court appointed augrdian" and "Alone, not in the care of a parent or court appointed legal quardian"
- •Develop a written internal plan to ensure the timely identification of unaccompanied youth experiencing homelessness.
- •Implement the use of the Caregiver's Authorization Affidavit for situations when the child or youth is residing with someone other than their parent or legal guardian.
- Develop a written internal plan to address barriers that may present as youth that are living on their own without a parent or guardian to ensure the remove of barriers to enrollment.
- Establish procedures with school counselors to support youth in college and career readiness, as well as FAFSA completion.







Birth Certificate



Immunizations



School Records



Proof of Guardianship

IMMEDIATE ENROLLMENT & BARRIERS REMOVED



Share Your Knowledge

What is the most **useful tool** or **practice** you have utilized to

support your ability to identify students experiencing

homelessness?



Coordinationof Services



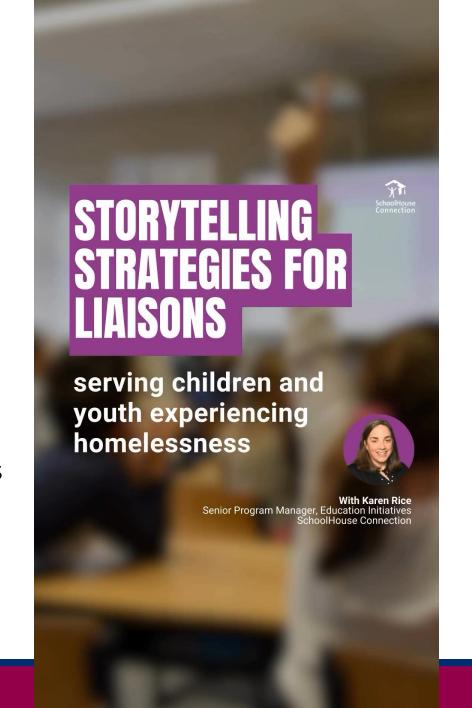
- 4. Community Referrals
- 5. Full Participation
- 8. Transportation



Karen Rice

Senior Program Manager, Education Initiatives SchoolHouse Connection

www.schoolhouseconnection.org



Identification & Eligibility Interview Questions & Checklist



ADE Sample Identification & Eligibility Interview Questions & Checklist

This form serves as a tool to assist McKinney-Vento personnel with determining if a student qualifies as "homeless". This interview form is organized into the following sections:

Step 1 – Homeless Determination	Step 2 – Assessment of Need Planning Guide		
Sections: Fixed, Regular, Adequate, & Other Considerations	Sections: Basic Supports, Educational/Academic Supports, & Additional Supports		
Instructions	Instructions		
Conduct the interview. Take detailed notes. Make a determination by analyzing the student's situation as a whole. If the student is <i>not</i> determined to be homeless, complete necessary notification and documentation. If the student is determined to be homeless, continue to Step 2: Assessment of Need Planning Guide.	Conduct the interview. Take detailed notes. Determine what next steps will be taken, with emphasis on addressing the high needs (H) by setting a timeline and designee responsible for addressing each need. Finalize documentation.		

Remember, McKinney-Vento Homeless Liaisons are responsible for developing rapport and trust during the interview process, consider meeting or talking with the parent or guardian in a private space. It is important to allow families to share their story to ensure you are obtaining necessary details to make a proper determination. Ensure they are aware of their rights and the procedure of making a homeless determination prior to beginning the interview.

 Date of Interview:	Interview Conducted By:
 Relationship to Student(s):	Persons Interviewed:
	Student(s) Eligible:
	Student(s) Eligible:

Find this sample document and download for use at www.azed.gov/homeless

Utilize the Identification & Eligibility Interview Questions & Checklist

- Step 1: Homeless Determination
 - Conduct the interview, take detailed notes, and make a determination.

- Step 2: Assessment of Need Planning Guide
 - Assess the student and family needs to begin providing and arranging services.

Eligibility Determination & Written Notification Letter

Homeless Written Notification of McKin Eligibility Decision (ADE Sample form)	ney-Vento
(Date)	
This letter shall serve as written notification of the decision made regarding McKinney-Vento and enrollment determination, in compliance with the McKinney-Vento Act (42 U.S.C. §1143)	
Name of Parent(s)/Guardian(s):	
Name of Student(s):	
It has been determined that your situation does qualify the student noted in this letter as hased on the following:	IcKinney-Vento Eligible
□ The student's) qualify for McKinney-Vento services, and it is in the best interest of the School of Origin: (Enter the school district and school name in this section.)	
☐ The district will provide transportation. The McKinney-Vento Homeless Liaison will	l arrange this.
☐ The district will not provide transportation based on the following: (Provide details	surrounding the decision.)
□ The student(s) qualify for McKinney-Vento services, and they are not in the physiquardian due to hardship. Furthermore, the student meets the definition of an Unacc	
☐ The student(s) qualify for McKnney-Vento services, but it may not be in the best, remain at their School of Origin [Enter the school district and school name) and will their new Local Altendance Area School (Enter the school district and school name) based upon (Plouside an explanation of the decision. If it was based on the outcome those details in this section, including the district.	te supported in enrolling in This determination was
"It has been determined that your situation does NOT qualify the student(s) noted in this is elegible. If your living situation changes, you may re-upply. You also have the right to appeal McKinney-Vento Hometers Liaison for assistance. The student(s) listed above hashave the enrolled in the requested school pending the resolition of the dispate. The decision was bas	this decision. Contact the right to enroll or remain
☐ The current primary nighttime residence is considered fixed, regular, and adequa	te.
☐ The current living situation reported is considered a choice or preference and not	due to hardship.
☐ The student is in the company of a parent or legal guardian.	
Other: (Provide an explanation of the decision.)	
Please see the accompanying document, Rights of Homeless Students, for additional info commitment to the educational rights of homeless children, youth, and unaccompanied yout	
Thank you,	
McKinney-Vento Homeless Liaison Name	
LEA/Charter District Name Email address	
Phone	
Priorie	
Enclosure: Rights of Homeless Students	

Find this sample document and download for use at www.azed.gov/homeless

LEAs are **required** to:

- Provide to parent, guardians or unaccompanied homeless youth written notice of decisions related to school selection or enrollment,
- Include a detailed explanation regarding the determination,
- Provide the written notice in a format that is **understandable** to the receiver and,
- Ensure information regarding the right to appeal is included.
- The letter is accompanied by the Rights of Homeless Students

"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

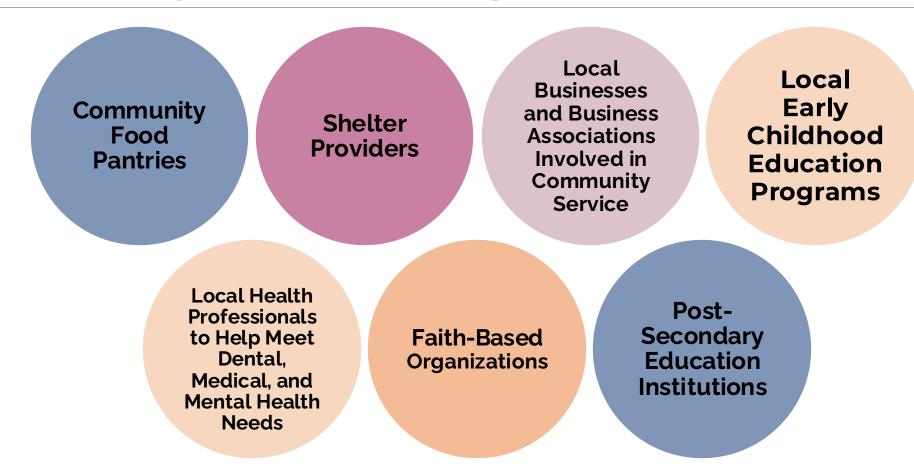
homeless families and homeless children and youths receive **referrals** to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services;"

42 U.S.C. § 11432 (g)(6)(A)(iv)

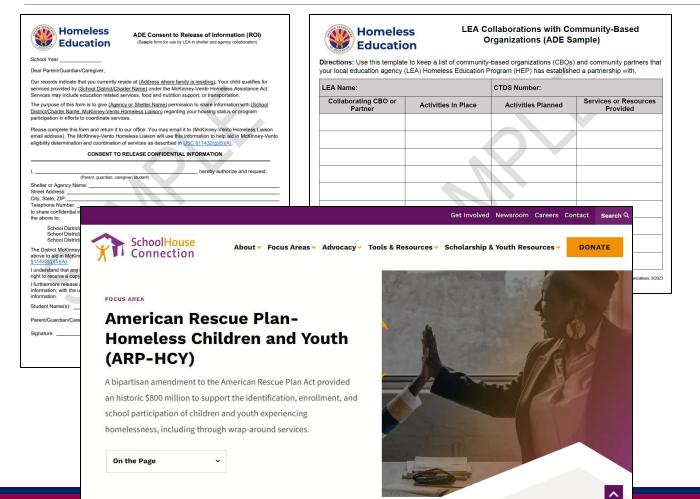
4. Community Referrals



Community-Based Organizations (CBOs)



Tools for Collaboration



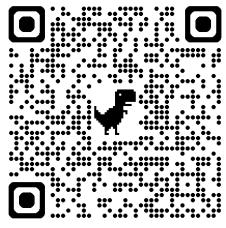
- Establish a Memorandum of Understanding (MOU)
 - SchoolHouse Connection Samples Available
- Establish a <u>Consent to Release of</u> <u>Information</u> (ROI)
- Utilize the <u>LEA Collaborations with</u>
 <u>Community-Based Organizations</u>
 document to track all collaborations you have in place

Introducing the **New**

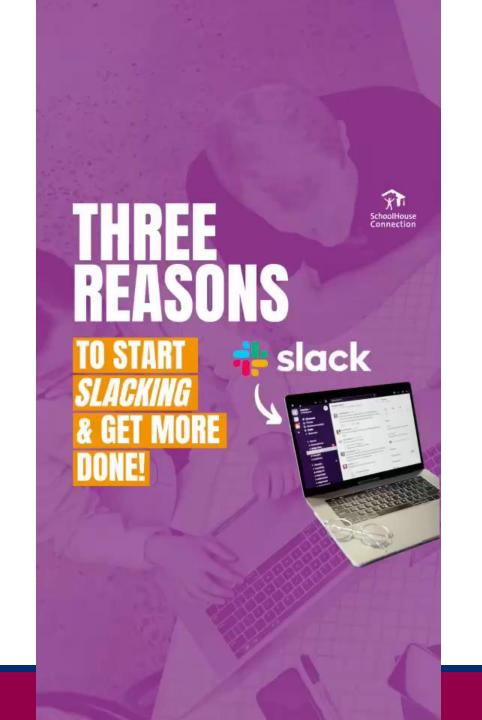
McKinney-Vento Liaison SLACK Channel

hosted by SchoolHouse Connection!





Scan Here to Sign-Up!



"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

the parents or guardians of homeless children and youths are **informed** of the **educational** and **related opportunities** available to their children and are provided with **meaningful opportunities to participate** in the education of their children;"

42 U.S.C. § 11432 (g)(6)(A)(v)

5.

Full Participation



Full Participation

STAKEHOLDERS

- School level administrators
- Counselors
- Academic coaches
- Career and Technical Education (CTE) coordinators
- •TRIO or GEAR UP program specialists coordinators
- Coaches and athletic directors

- Club advisors
- Supplemental learning planning committee
- •Family engagement coordinators
- Cultural specialists
- Behavioral intervention
- Special education staff
- •Title I and other federal program personnel

REQUIREMENTS

- Create a process to help students, especially unaccompanied youth, connect with athletic programs, clubs, or other extracurricular activities.
- •Establish an internal written plan to support the removal of barrier to participation when transportation presents as the barrier.
- •Develop an internal written plan to ensure full participation in situations when a financial hardship is present.
- •For high school students work in partnership with school counseling staff, create a process to conduct a transcript audit for students identified as experiencing homelessness to look for partial or full credits from prior schools.
- Provide training to school counselors and other LEA program staff who support college, career readiness and FAFSA completion.

"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

the parent or guardian of a homeless child or youth, and any unaccompanied youth, is **fully informed** of all **transportation services**, including transportation to the school of origin, as described in paragraph (1)(J)(iii), and is **assisted in accessing** transportation to the school that is selected under paragraph (3)(A);"

42 U.S.C. § 11432 (g)(6)(A)(viii)

8. Transportation



"Each local educational agency serving homeless children and youths that receives assistance under this part shall **coordinate**—

- (i) the **provision of services** under this part with local social services agencies and other agencies or entities providing services to homeless children and youths and their families, including services and programs funded under the Runaway and Homeless Youth Act (42 U.S.C. 5701 et seq.); 1 and
- (ii) **transportation**, transfer of **school records**, and other **interdistrict activities**, with other local educational agencies."

42 U.S.C. § 11432 (g)(5)(A)

McKinney-Vento Act

Coordination



"The McKinney-Vento Act strongly emphasizes the importance of school stability for homeless children and youths. 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**. LEAs must make school placement determinations on the basis of the "best interest" of the homeless child or youth based on student-centered factors."

42 U.S.C. § 11432(g)(3)(B)]

McKinney-Vento Act

Best Interest Determination (BID)



Best Interest Determination (BID) for School Placement



MoKinney-Vento Act Best interest Determination for School Placement

The McKinney-Vento Act requires echool districts to consider the school of origin as the first option in school enrollment. Parents may choose the school of origin or the school in the residency the area where the child/sen) currently live (school of residency may also be referred to as local area attendance school). Individuals who may be consulted when determining what placement is in the child/ren/s best interest include the following:

- · child(ren) or youth experiencing homelessness,
- · parent, guardian, or caregiver of the child(ren) or youth,
- district/charter homeless liaison,
- school site personnel (p.e. counselor, social worker, SPED teacher, qtp), and
- hameless shelter persannel.

It is the school district's responsibility to determine the school of origin and residency, and to resolve any conflict concerning the school placement by focusing on the best interest of the child/en). Whenever possible, the school district should comply with the wishes of the parent, guardian, caregiver, or unaccompanied homeless youth. If the school district and parent, guardian, caregiver, or unaccompanied homeless youth do not agree on the appropriate placement, the school district's Despite Resolution. Procedure must be followed. In such cases, the child/en) should be enrolled in the school that the parent, guardian, caregiver, or unaccompanied homeless youth has chosen until the conclusion of the resolution process. If the school of origin is determined to be the best placement, the local homeless education is issues both school of origin and local attendance area school must work together to arrange transportation.

The McKinney-Vento Act requires that a child or youth experiencing homelessness attend

- School of origin: School of origin is defined as The school that a child or youth attended when
 permanently housed or the school in which the child or youth was test enrolled, including a
 preschool". Further, "when the child or youth completes the final grade level served by the school of
 origin, the term school of origin shall include the designated receiving school at the next grade level
 for all leader schools (42 U.S.C. § 11432(g)(3)(I). or
- Local attendance area achook: Local attendance area school is defined as "any public school that
 outbooker, students who live in the attendance area in which the child or youth is actually living
 are eligible to attend" (42 U.S.C. § 11432(g)(3)(A)(ii)).

Whether the child or youth will attend the achool of ongs or the local attendance area achool, enrollment about take place immediately.

See 42 USC CHAPTER 119, SUBCHAPTER VI. Part B: Education for Homeless Children and Youths. (SA 38) for more information regarding the "Best Interest Determination".

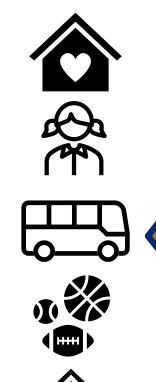
The information callected supports the agreement in determining the school enrollment in the best interest of the child or youth experiencing <u>beneficioned and will provide the input required</u> to develop a written should the parent, guardian, caregiver or youth disagree with the decision.

Important Information for use of the BID

- The school placement decision should be a **student-centered**, **individualized determination**, and LEAs must **presume** that keeping the student in the **school of origin** is in the student's best interest.
- A <u>sample Best Interest Determination (BID)</u>
 Form has been created for use by LEAs.
- Written explanation of any decisions related to school selection or enrollment is required including the right to appeal such decisions.
- BIDs are not held for every eligibility determination.

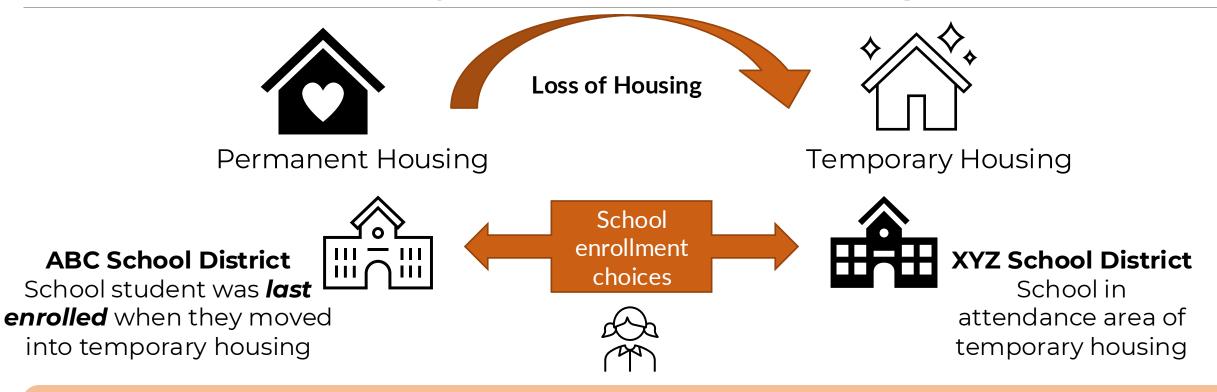
The Right to Transportation

transportation to remove barriers to enrollment, attendance and retention for HCY.



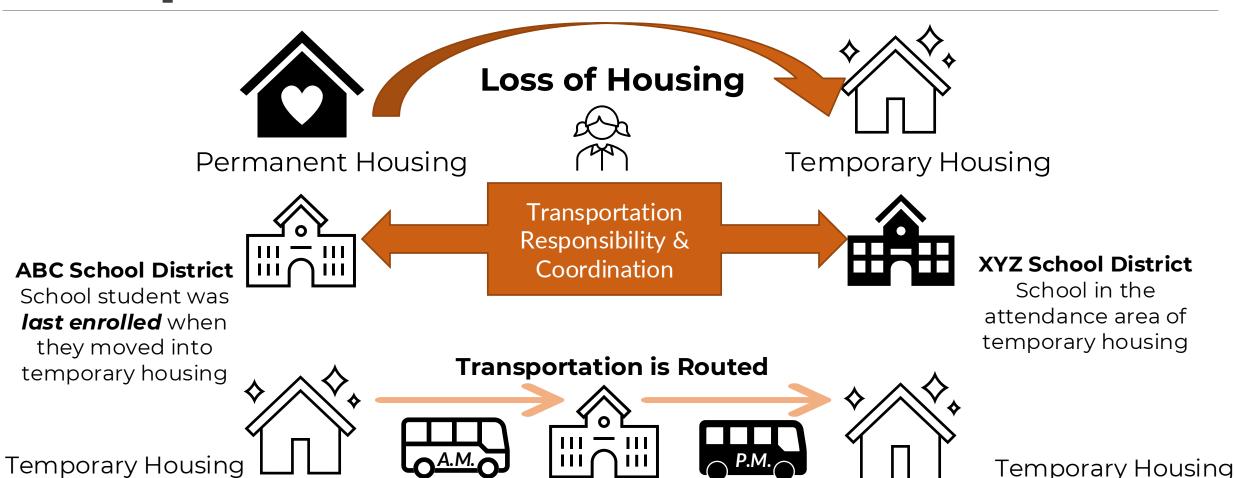
to ensure HCY do not face barriers to accessing academic and extracurricular activities.

School Stability & School of Origin



School of origin is defined as "the school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool". $\frac{42 \text{ USC}1432(g)(3)(I)(i)}{42 \text{ USC}1432(g)(3)(I)(i)}$

Transportation Coordination



Mode of Transportation Determination

The **mode of transportation** offered should be the result of a **student-centered decision** with consideration given to the safety, viability, and logical option.





What is your level of experience routing shared transportation

with another LEA (school district)?

Answer in the popup up poll!

Dispute Resolution

• 7. Dispute Resolution



"If a **dispute** arises over eligibility, or school selection or enrollment in a school—

(iii) the parent, guardian, or unaccompanied youth shall be referred to the local educational agency **liaison** designated under paragraph (1)(J)(ii), who shall **carry out the dispute resolution process** as described in paragraph (1)(C) as expeditiously as possible after receiving notice of the dispute; and

(iv) in the case of an unaccompanied youth, the liaison shall ensure that the youth is immediately enrolled in the school in which the youth seeks enrollment pending resolution of such dispute."

42 U.S.C. § 11432 (g)(3)(E)

7.
Dispute

Resolution



Dispute Resolution Processes

LEA Level

LEA vs. LEA at the State Level

SEA Level

TRANSPORTATION PROVIDED THROUGHOUT

LEA-Level Dispute Resolution Resource



LEA-Level Dispute Resolution Procedure & Form (ADE Sample)

LEA-Level Dispute Resolution Procedure & Form (ADE Sample) 8/2023

The McKinney-Vento Homeless Assistance Act acknowledges that disputes may arise between the school district, the student experiencing homelessness, and the student's parents/guardians. As detailed in the federal statute, the McKinney-Vento Homeless Liaison is responsible for implementing the requirements of the best interest determination process to select the school in which the student experiencing homelessness is to attend, as well as requirements pertaining to the dispute resolution process.

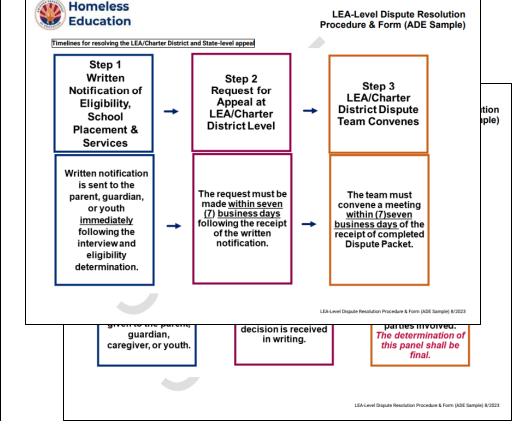
This packet is to inform you of your right and the process to file an appeal to dispute the selection of the school and services that have been arranged. Below is a list of the items included in this packet:

- 1. Contact information for the school district's McKinney-Vento Homeless Liaison and State Coordinator.
- 2. Timelines for resolving the LEA/Charter District and State-level appeals, along with a written step-bystep description of how to dispute the school district's decision.
- 3. The Dispute Resolution form to be completed and returned to the McKinney-Vento Homeless Liaison (see contact information below). Submission of this form will initiate the dispute process.
- 4. A copy of the Written Notification of McKinney-Vento Eligibility Decision regarding school placement, enrollment, and services.
- 5. A copy of the Rights of Homeless Students

Please note that the student has the right to enroll or remain enrolled in the requested school pending the resolution of the dispute. Upon receipt of the dispute resolution packet, the McKinney-Vento Homeless Liaison will begin the process for review. If applicable, transportation must be arranged expeditiously.

If, at any time, you have questions regarding the dispute resolution process, you can contact the district McKinney-Vento Homeless Liaison or the State Homeless Education Coordinator to assist you with the

n Program Coordinator
Arizona Department of Education
State Homeless Education Program
1535 W. Jefferson Street
Phoenix, AZ 85007
State Homeless Education Program Coordinator Rita Rodriguez (602) 542-4963 Homeless@azed.gov



Homeless Education Dispute Resolution Form Today's Date:	LEA-Level Dispute Resolution Procedure & Form (ADE Sample)
Inform	ation About the Petitioner
Please provide the first and last name of the individual requesting the appeal:	addit about the Feditories
What is the relationship to the student:	
Please provide a mailing address: If you do not have a mailing address, please state that.	
Please provide your email address: If you do not have an email address, please state that.	
Please provide your phone number: If you do not have a phone number, please state that.	
1-6	the state of the s
Please provide the student/s information (inclu	About the Student or Students
Full name Date of birth Grade level Student ID	use getained information).
Student 1	
Student 2	
Student 3	
Student 4	
Student 5	
	LEA-Level Dispute Resolution Procedure & Form (ADE Sample) 8/2023

Awareness

- 6. Outreach and Awareness
- 9. Professional Development



"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

public notice of the educational rights of homeless children and youths is disseminated in locations frequented by parents or guardians of such children and youths, and unaccompanied youths, including schools, shelters, public libraries, and soup kitchens, in a manner and form understandable to the parents and guardians of homeless children and youths, and unaccompanied youths;"

42 U.S.C. § 11432 (g)(6)(A)(vi)

6. Outreach and Awareness



Statewide Awareness Campaign



This summer, the Arizona Department of Education launched a **statewide awareness campaign** to support the **identification** of students experiencing homelessness.

The campaign brought roughly ~11,500 new visitors to our website in July alone!

Up-to-date contact information for LEAs on our website **is required** to enable the **identification** and provision of **services** for students experiencing homelessness who make their way to our website seeking information and assistance.





Shared Responsibility

The **Arizona Homeless Education Program** consistently collaborates with community-based organizations to raise **awareness** to ensure the **identification** of **homeless children** and youth.













Speaking Up for Home and Hope







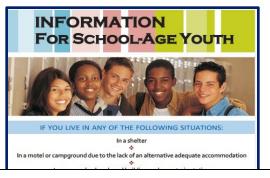






Public Notice Poster and Other Awareness Methods





Homeless Education

Location of Public Notice Poster for Homeless Children and Youth (ADE Sample)

The LEA shall ensure that the McKinney-Vento Homeless Liaison disseminates the public notice of the Educational Rights of Homeless Children and Youth, in the schools and in the community. 42 U.S.C. §11432 (f)(6)(A)(vi)

Directions: Complete this template to document the locations where the Public Notice poster for homeless children and youth (HCY) is posted within the LEA and community-based organizations.

Type of Notice (poster, website, handbook, newsletter, other)	Location (Minimum requirement: In the schools and in the community)	Date of Posting	Who Posted (Liaison, School Staff, Etc.)
□ Poster□ Website□ Parent or Student Handbook□ Other			
□ Poster □ Website □ Parent or Student Handbook □ Other			

Location of Public Notice Poster for Homeless Children and Youth,

REQUIREMENTS

- •Use the Public Notice Poster as a tool to initiate a conversation about the McKinney-Vento Act whether it's at a school site or within the community.
- •Consider creative places in the community to post information, such as: laundromats, post offices, libraries, motels, grocery stores, fast food restaurants, youth centers, schools, district offices, bus stops, gas stations, shelters, food pantries, public housing offices, etc.
- •Ensure the native languages of the youth and families in your district and provide outreach materials in those languages.
- •Provide outreach materials in different ways, such as visual posters, QR codes with audio clips, short video clips on LEA social media, PSAs, etc.

Outreach and Awareness



McKinney-Vento & The Educational Rights of Homeless Children and Youth UMOM – March 2024

Arizona Department of Education (602)542-4963 homeless@azed.gov



LEA Collaborations with Community-Based Organizations (ADE Sample)

Directions: Use this template to keep a list of community-based organizations (CBOs) and community partners that your local education agency (LEA) Homeless Education Program (HEP) has established a partnership with.

LEA Name:		CTDS Number:	
Collaborating CBO or Partner	Activities in Place	Activities Planned	Services or Resources Provided

LEA Collaborations with Community-Based Organizations, 9/2023



Share Your Knowledge

What organizations or businesses have you successfully

partnered with or conducted outreach through to identify

students experiencing homelessness?



"Each local educational agency **liaison** for homeless children and youths, designated under paragraph (1)(J)(ii), shall **ensure** that-

school personnel providing services under this part receive **professional development** and other support;"

42 U.S.C. § 11432 (g)(6)(A)(ix)

9.

Professional Development



LEA Professional Development

Who should receive training?

Every employee!

- All LEA staff and personnel, annually
- Specialized Staff:
 - Office staff
 - Administrators
 - School Board members
 - Transportation
 - Counselors and Social Workers
 - Teachers
 - Instructional Specialists
 - Special Education personnel

- School Nurses
- Cafeteria staff
- Preschool personnel
- Security guards or SRO's
- Paraprofessionals
- Playground Aids
- Crossing guards
- Maintenance staff
- IT/Data team
- CTE staff
- Afterschool program personnel

REQUIREMENTS

- •Provide professional development and training for all school staff **at least once annually.**
- •Provide specialized training for specific departments within the LEA.
- •Provide one-on-one training or meetings with new staff hired throughout the school year.
- •Develop an internal written plan to address the referral process for staff.

Maintain Records of Training

Keeping track of provided trainings, attendees, and data such as surveys, questions, and need is important for your program and monitoring.

Best Practices for Record Keeping

- In-Person Training Utilize sign in sheets.
- Virtual Training Generate a report of attendees following the training.
- Video Production Share through a format such as Google to track who watched the video.
- Collaborate with your LEA's professional development decision makers to coordinate a tracking system (i.e., BlackBoard).
- Provide a survey and log questions and requests to begin planning additional training.

Training Title:			Department/Organization/Group:			
Taning Have		J Dep	Department/Organization/Group.			
Pate:		Loca	Location:			
ast Name, First Name	School Site	Title		Email Address	Signature	e

Requirements of Arizona McKinney-Vento Homeless Liaisons



- Requirements of Arizona McKinney-Vento Homeless Liaisons
- Data Reporting Requirements and Updates
- Yearly Calendar of Events for McKinney-Vento Homeless Liaisons

Requirements of Arizona McKinney-Vento Homeless Liaisons

Arizona's ESSA State Plan requires that McKinney-Vento Homeless Liaisons:

- Ensure provision of accurate and up-to-date contact information to be published on the <u>McKinney-Vento</u>
 Homeless Liaison Contact List by completing the appropriate forms as needed;
- Collaborate with school personnel to ensure use of the <u>Arizona Student Residency Questionnaire</u> and <u>The Educational Rights of Homeless Children and Youths</u> to identify homeless students;
- Attend an annual minimum of eight (8) professional learning hours;
- Assess the needs presented by the students through **locally developed informal comprehensive needs** assessment tools;
- Ensure required student data elements for homeless students and youth are accurately submitted;
- Provide at minimum an annual training to all LEA/Charter District school staff including administrative staff;
 and
- Annually develop, review, and revise policies to increase access to educational opportunities and academic success.
 42 U.S.C. § 11432 (g)(3)

Arizona McKinney-Vento Homeless Liaison Contact List



Select Language



Parents Educators & Administrators Programs About ADE Data & Systems ADEConnect Local School Board Members Q

Home / Homeless Education / Welcome to the Arizona Homeless Education Program

Welcome to the Arizona Homeless **Education Program**



Arizona Homeless Education Program Mission

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

Our Governing Statute

Arizona Homeless Education Program Homepage

McKinney-Vento Homeless Liaisons ▼

Grant Funding ▼

Homeless Education Program Monitoring

Arizona Homeless Education Program Data

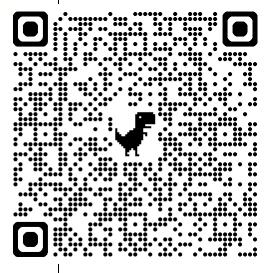
Parents, Guardians, and Youth

Community-Based Organizations

Transportation Requirements for Local **Education Agencies**

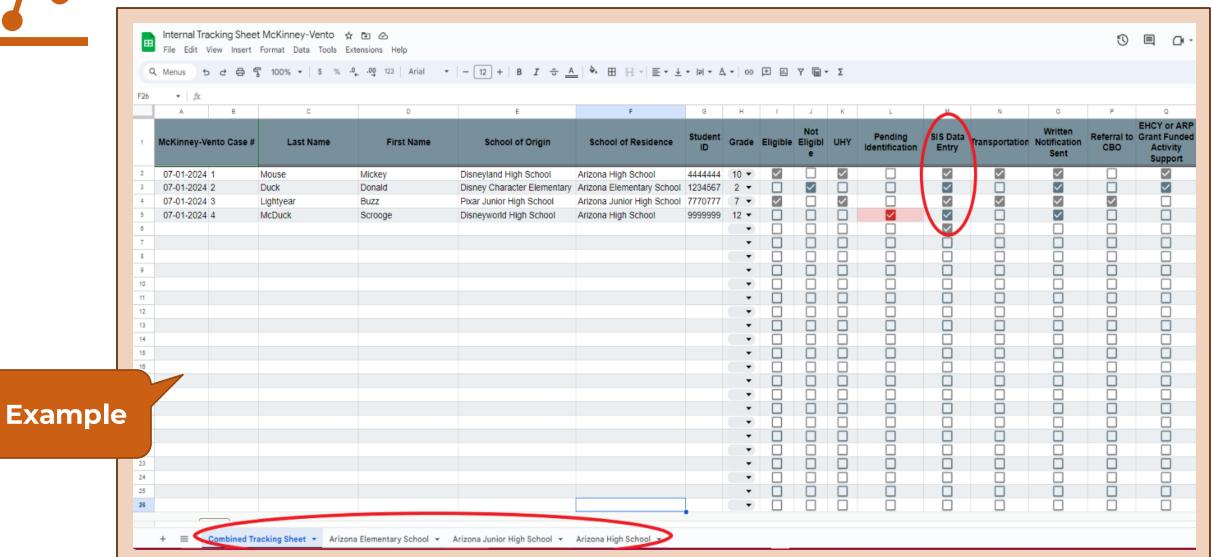
Contact

Ensure your information is up-to date by September 3rd, 2024!





Internal Tracking System





Ongoing Data Entry & Integrity Process

6. Resolve any discrepancies between the reports and the internal tracking system

Enter potentially eligible students into internal tracking system

Determine
 eligibility &
 indicate outcome
 into internal
 tracking system

5. Compare the student information in the reports to the internal tracking system

Sync SIS data to AzEDS

Run AzEDS reports for HCY and UHY

3.Enter required data reporting elements for eligible students into SIS

Data Reporting Requirements

- LEAs must report all students identified to be experiencing homelessness
 - If a student qualifies, but denies services, the student must be reported by the LEA for the SY
- Required data reporting elements
 - Primary nighttime residence
 - Unaccompanied homeless youth status
 - Not in the physical custody of a parent or court-appointed guardian
 - Students in Foster Care do not meet the definition of homelessness and are NOT included in homeless children and youth data
- LEAs must ensure data accuracy by:
 - Maintaining data in an internal tracking sheet
 - Uploading student data accurately and regularly into the student information system (SIS)
 - Verifying accurate reporting to AzEDS by comparing the AzEDS data reports against the internal tracking system & records

Data Reporting Requirements

- Beginning with the 24-25 SY, the Homeless Education Program is now a program, not a need
- Reporting Requirements
 - All HCY are required to have a PNTR entry
 - All UHY must have membership with the Homeless Education Program
 - UHY is now a need tied to the Homeless Education Program
 - Homeless Education Program Eligibility Entry & Exit Dates
 - Eligibility Entry Date
 - Can be after the student enrolls in the LEA
 - Eligibility Exit Date
 - CANNOT be before the LEA membership exit date

Data Reporting Requirements

New AzEDS Reports

- HEP10 Report <u>Available Now!</u>
 - Pre-integrity
 - All HEP data submitted to ADE
 - Reports data immediately after submission

HEP72 Report - <u>Coming Soon!</u>

- Post-integrity
- Only HEP data submitted to ADE that passed all integrity rules
- Data in report is refreshed each night

INTEG15 Report - <u>Coming Soon!</u>

- Post-integrity
- Provides descriptions why the HEP data submitted to ADE did not pass integrity rules
- Data in report is refreshed each night

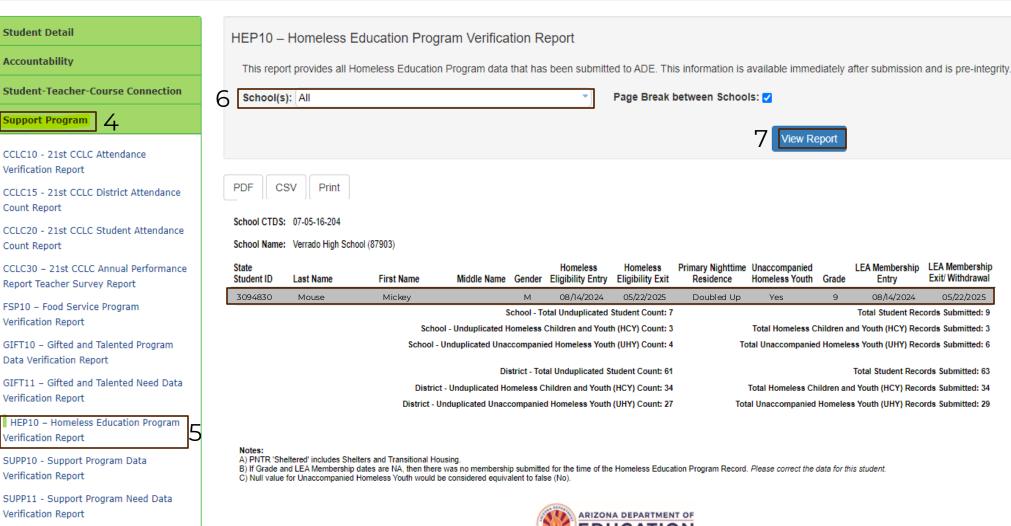
Reports

Count Report

Count Report

SUPP72 - Income Eligibility 1 and Income Eligibility 2 Student Indicator Report

Fiscal Year: Local Education Agency: 2025 Agua Fria Union High School District (4289) 1





In Need of Data Support?

- •Last November, **SIS vendors were notified** that starting with FY25, ADE is collecting the Homeless Need as a Program and Unaccompanied Homeless Youth (UHY) is now a need tied to the Homeless Program.
- •To accommodate this shift, **your SIS vendor should have modified its User Interface** to reflect the collection of the Homeless Need as a Program, with an option to flag the student as UHY.
- •To ensure that this update has been implemented, you'll need to submit a ticket with your SIS vendor to ask for guidance on how to submit Homeless (with Unaccompanied Homeless Youth) data to the ADE since it was removed as a need and is now considered a program.
- •Additionally, you can access the <u>FY25 Use Case</u> updates on the <u>ADE AzEDS for Developers</u> webpage for specific criteria and details.bPlease note that the descriptions for the Homeless Education Program will be updated to be more aligned with statutory verbiage in the FY25 Use Case document.

Yearly Calendar of Events for McKinney-Vento Homeless Liaisons

Augus	t 2024		Su Mo Tu We	August 2024 September 2024 Su Mo Tu We Th Fr Sa Su Mo Tu We Th Fr Sa 4 5 6 7 8 9 10 8 9 10 11 12 13 14 11 12 13 14 15 16 17 15 16 17 18 19 20 21 18 19 20 21 22 23 24 22 23 24 25 26 27 28 25 26 27 28 29 30 31 29 30		
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 28	29	30	31	Aug 1 ELIGIBILITY & RE-ELIG CONTACT LIST: Check the ADE HEP website to ensure information is current.		3 ocus on new SRQs and referrals.
4	5	6	7	8	9	10
				ocus on new SRQs and referrals.	DATA: Bi-weekly data integrity check and upload to AzEDS.	1
11 ELIGIBILITY & RE-ELIG	12 SIBILITY DETERMINATIONS: Focus of	13 n ne	14	15	16	17
18	19 COMMUNITY -BASET (CBO) TRAINING: Begin the ongoing process of buildin partnerships and providing training	g g	21	22	23 DATA: Bi-weekly data integrity check and upload to AzEDS.	
25	26	27 10:00am McKinney-Vento in Practice for 1:00pm McKinney-Vento in Practice for Experienced Liaisons	28	29 10:00am McKinney-Vento in Practice for New Liaisons	30	31

Arizona McKinney-Vento Homeless Liaisons Calendar of Events Highlights

•August:

- Re-eligibility determinations for previously identified students
- Review new request for eligibility
- Establish services, including transportation
- Attend ADE HEP Professional Learning
- Bi-weekly data integrity checks and monthly uploads to AzEDS

September

- Ongoing eligibility determinations
- Confirm ADE HEP contact list details
- Provide annual staff training and specialized training
- Attend ADE HEP Professional Learning
- Bi-weekly data integrity checks and monthly uploads to AzEDS

Yearly Calendar of Events for McKinney-Vento Homeless Liaisons

Additional Programmatic Events

- On going eligibility determinations
- Attend monthly ADE NAEHCY Annual HEP administered professional learning
- Provide CBO training, including shelters, and other housing programs
- Arrange meetings with other McKinney-Vento Homeless Liaisons to ensure protocols are

- established for shared transportation.
- Conference
- Data
 - Bi-weekly data integrity checks
 - Monthly uploads to AzEDS
 - June 30th deadline
- Summer School Planning
- End of Year Processes

SchoolHouse Connection Resource

McKinney-Vento School Year Calendar of Events

McKinney-Vento School Year 2024-2025



Calendar of Events

This calendar serves as a starting point for homeless liaisons to organize the implementation of requirements, outreach, resources, and other activities to support students experiencing homelessness, offering strategies and best practices on implementing the McKinney-Vento Homeless Assistance Act throughout the school year. It is essential for each local educational agency (LEA) to regularly update and customize this calendar to suit their specific needs. Newly appointed homeless liaisons can find additional information on their roles and responsibilities by visiting SchoolHouse Connection's dedicated webpage for new liaisons

AUGUST 2024

Send a housing questionnaire to all families and follow up with all families who indicate they may be eligible for McKinney-Vento services. Be sure to include a question about younger siblings or non-school-aged children in the home.

Provide annual staff training, including basic McKinney-Vento information and procedures for

Ensure all eligible families are identified and services are set up.

referring to the homeless liaison or building point of contact. Connect with feeder schools to share about students experiencing homelessness. Use

SEPTEMBER 2024

Student Information System (SIS) reports sent each month to review. ☐ Connect with teachers, counselors, or other staff who may be teaching classes on social justice topics or have regular advisory or homerooms. Ask for opportunities to connect with these classes to share about homelessness in the broader community and connect with the

homeless liaison or building point of contact if the student or family is in an unstable or homeless situation

"The local educational agencies will designate an appropriate staff person, **able to carry out the duties** described in paragraph (6)(A), who may also be a coordinator for other Federal programs, as a local educational agency liaison for homeless children and youths.."

42 U.S.C. § 11432 (g)(1)(J)(ii)

Liaison Capacity





Assessing the Capacity of LEA McKinney-Vento Liaisons for Children and Youth Experiencing Homelessness

Under the McKinney-Vento Act as amended by the Every Student Succeeds Act of 2015, every local educational agency (LEA) must designate a liaison for homeless children and youth. Liaisons must be "able to carry out" ten specific duties. 42 USC 11432(g)(1)(J)(ii).

The U.S. Department of Education Non-Regulatory Guidance states that LEAs "should allocate sufficient time for... liaisons to do their jobs effectively and should support them in fulfilling their duties as outlined in the law and in making timely decisions." To determine the time needed to carry out the liaison's duties, the Department directs LEA administrators to review the legal requirements for the position.

The chart below outlines the ten legal requirements of McKinney-Vento liaisons. 42 USC §11432(g)(6)(A).

It is intended to serve as a quick self-assessment of the extent to which of these duties currently are able to be carried out, and a plan for building the capacity to carry them out in the future. This chart is not intended to substitute for a comprehensive needs assessment. Rather, it is a simple tool to help LEAs quickly identify and prioritize areas where greater capacity is needed to carry out the law.

Legal Duty:	Quick Self-Assessment: 0 = Not able to carry out 5 = Fully able to carry out DK = Don't Know	Plan for Liaison Capacity		
McKinney-Vento liaisons must ensure that		What Needs to Happen?	Who Needs to be Involved?	
Homeless children and youth are identified by school personnel through outreach and coordination with other entities and agencies.				

Assessing the Capacity of the McKinney-Vento Homeless Liaison

Resources for McKinney-Vento Homeless Liaisons



- Legal Resources
- National Organizations
- Resources from the Arizona Homeless
 Education Program
- Technical Assistance from the Arizona Homeless Education Program



Legal Resources



- McKinney-Vento Homeless Assistance Act
- <u>U.S. Department of Education: Education for Homeless</u>
 <u>Children and Youths Program Non-Regulatory</u>
 <u>Guidance</u>
- U.S. Department of Education Office for Civil Rights
- Arizona Revised Statutes, Title 15 Education
- Arizona's ESSA State Plan



National Organizations



National Center for Homeless Education (NCHE)

- Homeless Liaison Toolkit
- Trainings and webinars
- Homeless Education Issue Briefs



SchoolHouse Connection

- Tools & Resources
- Q&A From The Field
- Webinars



<u>Arizona Homeless Education Program</u> <u>Homepage</u>

- Guidance & Sample Documents
- Professional Learning
- McKinney-Vento Homeless Liaison Contact List

Arizona HFP Newsletter

Archived Issues





Type your answer in the chat!

Your LEA has identified a student that is missing immunization records. The school nurse advised you that they are in danger of suspension. You would like to provide them with guidance regarding the legal requirements. What steps can you take to ensure this is addressed?

Technical Assistance from the Arizona Homeless Education Program

Gather All Relevant Information

Gather:

- LEA input
- Parent input
- Agency input

Analyze What We Know

Analyze:

- LEA input
- Parent input
- Statutory requirements
- State Plan requirements

Seek Consultation as Needed

Consultation & Research:

- NCHE
- · DOE
- · SHC
- NAEHCY
- Internal partners
- Agencies providing support to homeless families

Assess What We Know and Apply What We've Learned

Final Assessment:

- LEA input
- Parent input
- Statutory requirements
- State Plan requirements
- Consultation
- Research

Professional Learning Updates from the Arizona HEP



- Arizona Homeless Education Program Professional Learning Calendar
- New Professional Learning Platform

Arizona Homeless Education Program Professional Learning Calendar

		August	September	October	November	December
Topic)	McKinney- Vento in Practice	Frequently Asked Questions – Part II	Supporting Unaccompanied Homeless Youth (UHY) – Part II	No Session due to National Homeless Education	Eligibility Determinations, Best Interest Determinations (BIDs), Managing Disputes, & Providing Written Notification
Date	August 27 th & 29 th , 2024	September 24 th & 26 th , 2024	October 22 nd & 24 th , 2024	Conference and Holiday	December 10 th & 12 th , 2024	
		10am-12pm	10am-12pm		10am-12pm	

Reminder! Arizona McKinney-Vento Homeless Liaisons must attend an annual minimum of eight (8) professional learning hours.

New Professional Learning Platform





- The Arizona Department of Education will begin hosting all professional learning sessions and other virtual meetings via Microsoft Teams starting in the fall of 2024.
- The Arizona HEP will **no longer be utilizing Zoom** to host professional learning sessions.
- To prepare for this change, we recommend you:
 - Review Microsoft's "Get started with Microsoft Teams Webinars" Guide
 - Check with your LEA's IT department to prepare for any firewall or pop-up blockers that may impact your ability to join and participate in chat, polls, and surveys
- You **do not** need to have a Microsoft Teams account to register for or attend professional learning events.

New Professional Learning Platform





- Registration for sessions will occur through completion of a form for each of the sessions you are interested in attending. Once available, a link to these forms will be shared via:
 - Arizona HEP Newsletter
 - Arizona HEP Website (View "Upcoming Professional Learning Sessions")
 - Email blasts to McKinney-Vento Homeless Liaisons
- Attendees will no longer be required to register via Arizona Professional Learning & Development (APLD) Webpage.
- We are currently gathering more information and developing resources to support your participation in the professional learning sessions offered on this new platform, as well our certification provision method.
- Updates, guidance, and registration information for these events will be shared soon!

Post-Assessment

Let's test your knowledge.

Post-Assessment

- 1. The ten key duties of McKinney-Vento Homeless Liaisons are determined by the...
- 2. As a McKinney-Vento Homeless Liaison in Arizona, I must also ensure...
- 3. What resources are available to McKinney-Vento Homeless Liaisons to learn about their duties, navigate challenges, and obtain technical assistance and support?
- 4. True or False: Ensuring that the McKinney-Vento Homeless Liaison has the capacity (time, knowledge, tools, authority) to fulfill their duties is a statutory requirement of local education agencies.

Post-Assessment Results

- 1. The ten key duties of McKinney-Vento Homeless Liaisons are determined by the...
 - ✓ McKinney-Vento Homeless Assistance Act
- 2. As a McKinney-Vento Homeless Liaison in Arizona, I must also ensure...
 - ✓ Utilization of the Arizona Student Residency Questionnaire
 - ✓ Provision of the Educational Rights of Homeless Children and Youths
 - ✓ My contact information is accurate on the Arizona HEP website
 - ✓ Attendance at 8 hours of HEP-related professional learning each school year

Post Assessment Results

- 3. What resources are available to McKinney-Vento Homeless Liaisons to learn about their duties, navigate challenges, and obtain technical assistance and support?
 - ✓ National Center for Homeless Education (NCHE)
 - ✓ SchoolHouse Connection
 - ✓ McKinney-Vento statute and non-regulatory guidance.
 - ✓ Guidance documents and resources on the Arizona HEP website
 - ✓ Professional learning session recordings on the Arizona HEP website
 - ✓ Contact the Arizona HEP via phone or email
- 4. True or False: Ensuring that the McKinney-Vento Homeless Liaison has the capacity (time, knowledge, tools, authority) to fulfill their duties is a statutory requirement of local education agencies.
 - ✓ True



Closing & Next Steps

Feedback Survey & Certificates

Feedback survey

- Will only populate once you click "Leave Meeting"
- Must complete to receive a professional learning certificate of participation

Recording and slides

HEP website



Technical Assistance

Arizona Department of Education Homeless Education Program (602)542-4963 homeless@azed.gov



Optional Office Hours