

Shoreline School District McKINNEY-VENTO GENERAL GUIDELINES

The McKinney-Vento (MV) Homeless Assistance Act ensures the educational rights and protections for children and youth experiencing homelessness. The Shoreline School District Homeless Education Liaison (Homeless Liaison) works usually through a school family advocate, counselor or other school staff who provides services and supports to individual students or families in that school according to the McKinney-Vento (MV) Act. The Homeless Liaison can answer questions or provide further resources to help school staff or homeless students/ families.

A McKinney-Vento Contact (MV Contact) for MV students in each building has been designated. In the elementary schools, the MV Contact is usually the family advocate, while in the secondary schools a specific person has been designated as the MV Contact to coordinate services in that school. (See *MV Contact List*)

Identification of McKinney-Vento Homeless Student

First, use the "[Identification of Children and Youth Experiencing Homelessness](#)" document on the district website to identify a student qualifying as MV. If there is a question regarding a student's qualification, contact the Homeless Liaison. Once a student is identified, the following Shoreline General Guidelines will help to assist in serving those students in a confidential manner.

Notifications by the MV Contact

The MV Contact will:

(1) Immediately notify the District Homeless Liaison, josh.little@shorelineschools.org, as soon as a student is identified as MV via the online intake form.

(2) Notify the District Food Services with the following:

Student's full name, school, and grade

Note that they qualify for free meals under the MV Act

(3) In elementary schools, the MV Contact will notify the following people in the building that the student is a McKinney-Vento student:

- *Principal*
- *Classroom teacher*
- *Title 1/LAP teacher*
- *Building registrar with date of homelessness and code*

(4) In secondary schools, the MV Contact will notify the following people in the building that a student is a McKinney-Vento student:

- *Principal*
- *Appropriate school counselor*
- *Building registrar with date of homelessness and code appropriate to the living situation*

Enrollment

Parents or guardians of a MV-qualified student can keep their child in the school of origin to the extent feasible or enroll in any public school that other students in the same attendance area are eligible to attend. The student has the right to enroll in school immediately, even without having all the normally required documents. The school then can continue to obtain all records after the student is enrolled. The district will maintain and make available, all records ordinarily kept by the school, including immunization or medical records, academic records, birth certificates, guardianship records and evaluations for special education services or programs, regarding each homeless student. Homeless students are not segregated or otherwise separated from their housed peers for any purpose.

Unaccompanied Youth

A homeless student who is not in the physical custody of a parent or guardian may enroll himself/herself in school as an "unaccompanied youth" under the MV Act. Check with the District Liaison for more info.

Transportation

If a homeless student needs transportation other than on the usual, established transportation route, indicate in the online intake form and notify the Homeless Liaison. School Districts can provide or provide access to transportation to and from the school of origin for MV students, including those crossing School District boundaries. Once the Homeless Liaison makes the initial contact with Transportation for set up, then the school, Transportation and family communicate with each other regarding details of the arrangement and any changes thereafter.

School Meals

The MV-qualified student is immediately eligible for free school meals and is not required to complete the application form. The MV Contact (or the school registrar if the MV Contact is not at work) notifies the District Food Services that the student qualifies for free school meals under the MV Act. The name of the student will be on the school's cafeteria list usually by the next school day and will continue for the rest of the school year regardless of any changes in the family status.

Registrar

The registrar will indicate in Citrix under NCLB that the student is Homeless with the date of homelessness and the correct code corresponding to the family's living situation.

School Supplies, Class Fees

Most schools have limited school supplies and backpacks to help low-income students. Also, most schools have an "Opportunity Grant" from the Shoreline Public Schools Foundation to pay and/or reimburse for some supplies/fees for low-income students. Ask your school secretary or school nurse for resources in your school. Call the Homeless Liaison about larger requests.

Educational Services

A MV-qualified student is automatically eligible for Title I services regardless of academic performance. Many MV students are academically behind. The student also has the right to receive services comparable to any other student including Head Start, Special Education, limited English proficiency, gifted, etc.

Dispute

In case of any dispute by the family or student, please **immediately** notify the Homeless Liaison regarding the District's Dispute Resolution Policy and requisite written forms. The student or the parent has the right to formally file a request to enter into a dispute resolution process including possible appeal to the Superintendent and eventually to OSPI. If there is any dispute in the enrollment or placement of a MV student, each district is required to enroll the student immediately and provide services while the dispute is being processed.

Reports

The Homeless Liaison will be asking for information from each school on their MV-qualified students as required by the School District, ESD and/or OSPI.

Questions

Please call the Homeless Liaison if you have any questions. These are general guidelines that could be subject to different questions depending upon the circumstances.