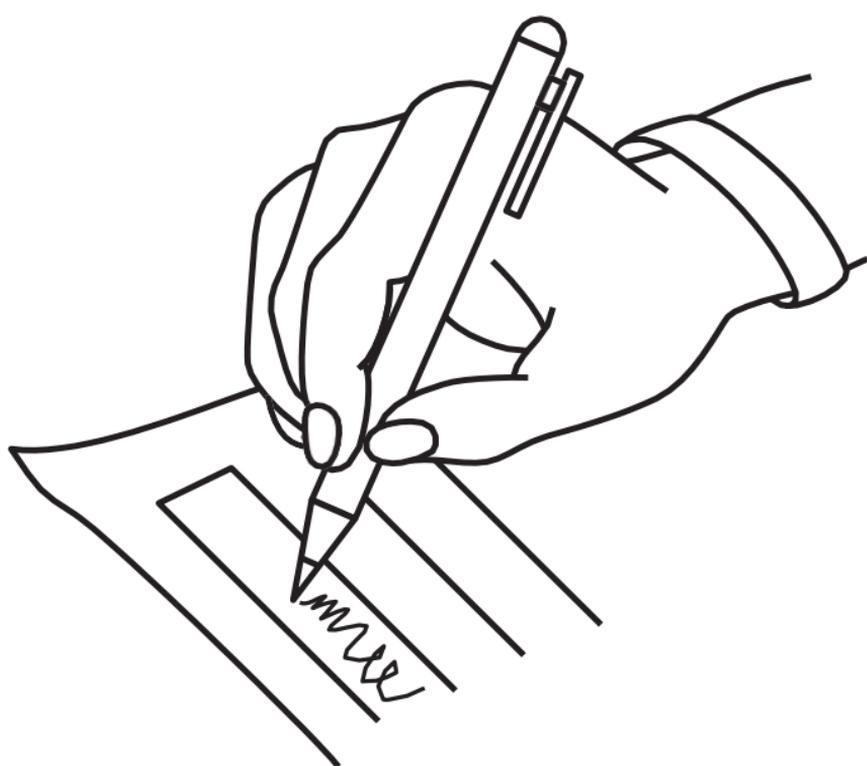


McKinney Vento Policy and Intake Process



New Haven Public Schools
Youth, Family and
Community Engagement

Dr. Iline P. Tracey

Superintendent

Gemma Joseph-Lumpkin

Chief of YFCE

Daniel Diaz

NHPS McKinney Vento Liaison



New Haven Public Schools

www.nhps.net

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Welcome



Dr. Iline P. Tracey
Superintendent
New Haven Public Schools

Dear Stakeholders:

As superintendent, it is my pleasure to serve a district where there is a rich history and tradition, continuous improvement, and progress. Caring and dedicated teaching staff, school leaders, and a committed support staff enthusiastically embrace continuous improvement. As a 36 year veteran educator in New Haven Public Schools. I am wholeheartedly committed to servicing our diverse student body. I have been a teacher, assistant principal, principal, director of instruction, and assistant superintendent in this same system, and have seen that despite our challenges, we can make this a premier urban school system not only in Connecticut, but also in the nation.

New Haven Public Schools will endeavor to meet the needs of all students and to prepare them for the challenges of an uncertain future and an increasingly diverse global economy. We will strive to provide our students with opportunities to explore, innovate, critically think, and solve problems, and to be caring and responsible citizens. While we prepare our students for the academic rigor of college, the need to empower them with the character, discipline, and skills they need to succeed in the professional workforce is also paramount.

One of the most essential factors in America's future is the quality of education of its citizenry.

The collaborative and concerted efforts of all stakeholders—students, parents, teachers, educators, community leaders, business professionals, and other community groups—working to create and sustain stimulating and challenging learning environments will provide our young people the skills to assist them to be successful not only now but for years to come. We must continue to pursue and develop educational programs of quality and excellence, and solicit help and support from the entire school community.

Your active involvement in the lives of our students via school activities, services, mentoring, and the promotion of literacy, numeracy, and social emotional learning is encouraged. It is our belief that with such a partnership, our district can prepare all of our students for lifelong learning and success. We must elevate the excellence of New Haven Public Schools, and it can be realized with your support.

My focus will remain to be continuous improvement of teaching and learning, safety and a caring environment, communication, collaboration, good Board relations, and utilizing our resources to support student development and achievement.

Looking forward to a productive rest of the year with all the challenges and rewards.

Warm regards,

Dr. Iline P. Tracey

Definition of Homeless



Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (per Title IX, Part A of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act) defines “homeless children and youths” as —

(A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and

(B) Includes-- (i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals.*

(ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C));

(iii) children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;

(iv) migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

Rights and Eligibility

1. What is meant by the term “homeless children and youths”?

Section 725(2) of the McKinney-Vento Act¹⁰ defines “homeless children and youths” as individuals who lack a fixed, regular, and adequate nighttime residence. The term includes:

- ✦ Children and youths who are:
 - ✦ sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as “doubled-up”);
 - ✦ living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations
 - ✦ living in emergency or transitional shelters; or
 - ✦ abandoned in hospitals;
- ✦ Children and youths who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings;
- ✦ Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- ✦ Migratory children who qualify as homeless because they are living in circumstances described above

2. Are children who are awaiting foster care placement still eligible for services under the McKinney-Vento Act?

The McKinney-Vento Act no longer includes children and youths who are awaiting foster care placement in the definition of “homeless children and youths.” For all non-“covered” States, this change is effective on December 10, 2016. This means that after the effective date, children who are awaiting foster care placement, will no longer be considered as homeless, and will therefore not be eligible for McKinney-Vento services unless they meet the revised definition of “homeless children and youths.”

The Elementary and Secondary Education Act of 1965 (ESEA), as amended by the ESSA 12 includes new provisions for ensuring the educational stability of children in foster care under Title I, Part A.

3. What criteria may a Local Education Agency (LEA) consider when determining if a child or youth lives in “substandard housing”?

The inclusion of substandard housing in the definition of homeless children and youths has caused some confusion because standards for adequate housing may vary by locality. To determine whether a child or youth is living in “substandard housing”, a LEA may consider whether the setting in which the family, child or youth is living, lacks one of the fundamental utilities as follows:

-water, electricity, heat; infested with vermin or mold; lacks a basic functional part such as a working kitchen or a working toilet; or may present unreasonable dangers to adults, children, or persons with disabilities.

Each city, county, or state may have its own housing codes that further define the kind of housing that must be deemed substandard.

Local Liaisons (LEA) Responsibilities

1. What are the responsibilities of the local liaison for homeless children and youths?

The local liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. Every LEA, whether or not it receives a McKinney-Vento sub grant, is required to designate a local liaison. (Section 722(g)(1)(J)(ii)). The liaison coordinates services to ensure that homeless children and youths enroll in school and have the opportunity to succeed academically.

Local liaisons must ensure that:

- ✦ Homeless children and youths are identified by school personnel through outreach and coordination activities with other entities and agencies;
- Homeless children and youths are enrolled in, and have full and equal opportunity to succeed in, the school or schools of the LEA;
- ✦ 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), early intervention services under Part C of the IDEA, and other preschool programs administered by the LEA;

- ✦ Homeless families and homeless children and youths receive referrals to health, dental, mental health, and substance abuse services, housing services, and other appropriate services;
- ✦ Parents or guardians of homeless children and youths are informed of educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
- ✦ Public notice of the educational rights of homeless students is disseminated in locations frequented by parents and 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 and unaccompanied youths;
- ✦ Enrollment disputes are mediated in accordance with the requirements of the McKinney Vento Act;
- ✦ Parents and guardians and unaccompanied youths are fully informed of all transportation services, including transportation to and from the school of origin and are assisted in accessing transportation services;
- ✦ School personnel receive professional development and other support; and
- ✦ Unaccompanied youths are enrolled in school, have opportunities to meet the same challenging State academic standards as the State establishes for other children and youths, are informed of their status as independent students under section 480 of the Higher Education Act of 1965 (HEA) (20 U.S.C. 1087w), and their right to receive verification of this status from the local liaison.

2. What are a LEA's responsibilities regarding comparable services?

A LEA must provide services to each homeless child and youth that are comparable to services offered to other students in the LEA. (Section 722(g) (4)). These services include public preschool programs and other educational programs or services for which a homeless student meets the eligibility criteria, such as programs for children with disabilities, programs for English Learners, programs in career and technical education, programs for gifted and talented students, before-and after-school programs, school nutrition programs, and transportation.

3. How should local liaisons conduct outreach and identification following natural disasters and other catastrophic events?

When children and their families are displaced from their housing as a result of a natural disaster, there is often a period of instability in which various private organizations and local, State, and Federal agencies provide assistance. State Education Agencies (SEAs) and Local Education Agencies (LEAs) should determine such children's eligibility for McKinney- Vento services on a case-by-case basis. In making this determination, they should take into consideration the services that are available through these other sources. It will be critical for local liaisons to work with State Coordinators to facilitate services to families and youths made homeless by natural disaster or other catastrophic event. A natural or fabricated disaster can instantly result in many families losing their homes. In such circumstances, the Department would provide technical assistance and other assistance, as available, to help the SEA or LEA. When a disaster occurs, local liaisons should be proactive by preparing schools to enroll large numbers of displaced students and arranging for additional staff to assist with the identification and enrollment process as needed.

Additionally, local liaisons should notify agencies working with the families of how schools will enroll and serve eligible students. Local liaisons should publicize the rights and services of homeless students directly to the impacted families and those who are assisting the families. Local liaisons can display posters or distribute brochures on McKinney-Vento rights, in places where people considered displaced assemble.

School Stability

1. What is the school of origin?

The school of origin is 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. (Section 722(g)(3)(l)(i)). (See question N-4 for more information on what types of preschools, might be considered schools of origin.)

When a child or youth completes the final grade level served by the school of origin, the school of origin includes the designated receiving school at the next grade level for all feeder schools (such as when an elementary school feeds into a middle school). (Section 722(g)(3)(l)(ii)). For example, a student was last enrolled in School A in grade 5, which is the final grade level served by School A. Students at School A are designated to attend School B beginning in the next grade level, grade 6. The school of origin for this student would therefore include School A and the designated receiving school at the next grade level, School B.

2. On what basis does a LEA make school placement determinations for homeless children and youths?

Homeless children and youths frequently move, and maintaining a stable school environment is critical to their success in school. To ensure this stability, LEAs must make school placement determinations based on the “best interest” of the homeless child or youth based on student-centered factors.

- ✦ (a) Continue the child’s or youth’s education in the school of origin for the duration of homelessness when a family becomes homeless between academic years or during an academic year; and for the remainder of the academic year even if the child or youth becomes permanently housed during an academic year; or
- ✦ (b) 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 actually living are eligible to attend.

3. How does a LEA determine the child or youth’s “best interest”?

In determining a child’s or youth’s best interest, a LEA must presume that keeping the homeless child or youth in the school of origin is in the child’s or youth’s best interest, except when doing so is contrary to the request of the child’s or youth’s parent or guardian, or in the case of an unaccompanied youth, the youth. (Section 722(g) (3) (B) (l)). When determining a child’s or youth’s best interest, a LEA must consider student-centered factors, including factors related to the impact of mobility on achievement, education, health, and safety of homeless children and youths, giving priority to the request of the child’s or youth’s parent or guardian or (in the case of an unaccompanied youth) the youth.

4. What are a LEA's responsibilities for enrolling homeless children and youths?

The LEA has an ongoing obligation to remove barriers to the enrollment and retention of homeless children and youths. (See sections 721(2), 722(g) (1) (I)). A school selected based on a best interest determination (see I-2 and I-3) must immediately enroll the homeless child or youth. Even if the child or youth is unable to produce the records normally required for enrollment (such as previous academic records, records of immunization and other required health records, proof of residency, proof of guardianship, birth certificates, or other documentation), has missed application or enrollment deadlines during a period of homelessness, or has outstanding fees. (Section 722(g)(3)(C)(i); see also 722(g)(1)(H)). The enrolling school must also immediately contact the school last attended by the child or youth to obtain relevant academic or other records. (Section 722(g)(3)(C)(ii)). In addition, a LEA should ensure that homeless students are attending classes and participating fully in school activities immediately upon the student is identify as eligible for McKinney-Vento rights and services. If a child or youth needs to obtain immunizations or other required health records, the enrolling school must immediately refer the parent, guardian, or unaccompanied youth to the local liaison, who must assist in obtaining the immunizations, screenings, or immunization or other required health records. (Section 722(g)(3)(C)(iii)). Any records ordinarily kept by the school, including immunization or other required health records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, must be maintain so that they are available in a timely fashion when the child enters a new school or school district. (Section 722(g)(3) (D)(i)). To facilitate immediate enrollment, timely transfer of records from school to school should also take into account procedures for inter-State record transfers.

Intake Form

Youth, Family and Community Engagement McKinney-Vento Homeless Student IN-TAKE FORM and FOLLOW UP



NEW HAVEN PUBLIC SCHOOLS

Instructions: This form is to be completed immediately upon arrival of student who is designated as homeless (see definition below). This form is to be faxed immediately (within 60 minutes of entry) to:
Contact the NHPS Transportation Office at: 203-946-7507

*Once transportation has received this information, a McKinney Vento Individualized Student Plan will be forwarded to you within 24 hours.
DEFINITION OF HOMELESS: Subtitle VII-B of the McKinney-Vento Homeless Assistance Act (per Title IX, Part A of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act) defines homeless as follows: The term "homeless children and youths"–

(A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 103(a)(1)); and (B) includes– (i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;* (ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 103(a)(2)(C)); (iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and (iv) migratory children (as such term is defined in section 1309 of the Elementary and Secondary Education Act of 1965) who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described in clauses (i) through (iii).

Check here if this is for change of address for existing and/or new MV intake: _____ Date: ___/___/___

Agency or person making referral: _____ Transportation: Y ___ N ___

If agency, case manager name: _____

- | | |
|--|----------------------|
| 1. Child's Name: _____ | 2. DOB: ___/___/___ |
| 3. Parent/Guardian: _____ | Student ID: _____ |
| 4. Unaccompanied Youth: Yes ___ No ___ | Grade: _____ |
| 5. Address where sheltered: _____ | SPED? Yes ___ No ___ |

Alternate Address for Transportation _____

Telephone: Home _____ Work _____ Cell _____

Primary home language (English or other) _____

Does student have immunization/health records: Yes ___ No ___

6. Is child currently enrolled in a New Haven School: Yes ___ No ___

If yes, please provide name of school: _____ Grade _____

Or, City and State of last school attended: _____ Grade _____

If no, indicate last date student was actively enrolled in school: ___/___/___

Would you like to be referred for additional services: ___ Yes ___ No

Select State Homeless Code (check one) ___ 01=Shelters ___ 02= Doubled Up ___ 03= Unsheltered ___ 04= Hotel/Motel

State Unaccompanied Code (check one) ___ 11=Shelters ___ 12= Doubled Up ___ 13= Unsheltered ___ 14= Hotel/Motel

___ 05=Foster Student ___ 06=603-SPED ___ 07=DCF Involved ___ 08=Unaccompanied Sponsored

Report Prepared by: _____ Title/Position: _____

Signature: _____ Date: ___/___/___

FOR OFFICE USE ONLY: Danny Diaz- YFCE Registration Transportation Parent

Fax Received: ___/___/___ Transportation assigned: Yes ___ No ___ If yes: ___ Bus

Forward intake info to: Data Center Date: ___/___/___ Time: : : If no: ___ Walker

COS Office Date: ___/___/___ Time: : : ___ Pick Up

Referral-SS Date: ___/___/___ Time: : : ___ Other: _____

See Referral Box on the Reverse Side

Revised January 2020

Youth, Family and Community Engagement McKinney-Vento Homeless Student IN-TAKE FORM and FOLLOW UP



NEW HAVEN PUBLIC SCHOOLS

Liaison Checklist
Additional Referrals

Would you like the Liaison to refer you to one of the following?

<input type="checkbox"/>	School Supplies _____
<input type="checkbox"/>	Food Voucher _____
<input type="checkbox"/>	Transportation/Transportation Voucher _____
<input type="checkbox"/>	Social Service-Social/Emotional Agency _____
<input type="checkbox"/>	Junta for Progressive Action, Christian Community, Youth Continuum
<input type="checkbox"/>	Early Childhood _____
<input type="checkbox"/>	Health Department _____
<input type="checkbox"/>	211 _____
<input type="checkbox"/>	Truancy Prevention _____
<input type="checkbox"/>	Housing _____
<input type="checkbox"/>	Registration _____
<input type="checkbox"/>	Academics _____
<input type="checkbox"/>	Special Education _____
<input type="checkbox"/>	Youth Services _____
<input type="checkbox"/>	Red Cross _____
<input type="checkbox"/>	Uniforms/Coats _____
<input type="checkbox"/>	Family Resource Center _____
<input type="checkbox"/>	Diaper Bank _____
<input type="checkbox"/>	Basic Needs Packet _____
<input type="checkbox"/>	Other _____

We will provide information but it is up to the Parent or Student to follow through

Parent Liaisons can do the intakes over the telephone. This is only for students who are currently attending and active in PowerSchool's. Once an intake occurs, the McKinney Vento Liaisons will fax or email the intake form to Registration and Transportation.

School Intake

The parent visits the school and informs the school of his/her status. Once identified as displaced/homeless, the McKinney Vento Liaison completes the intake and then faxes or emails it to Transportation and Registration.

Central Office Intake

The Registration Office refers the parent to Youth Family and Community Engagement to do the intake. Once intake is completed, we make a copy for each department: Registration, Transportation and Youth Family and Community Engagement.

Whether the intake is completed at the school, over the phone or at Central Office, liaisons or personnel should make the parent aware of the services available to families.

Parent Resource Guide

211

Help Starts at 211, which is a vital service that connects millions of people to help every year. To get expert, caring help, simply call 211 today or search for your local 211 below.

Junta for Progressive Action

www.juntainc.org

169 Grand Ave,
New Haven, CT 06513
203.787.0191

The mission of Junta for Progressive Action is to collaborate with Latinx communities in the Greater New Haven area to advance the social, economic and civic environment for all, while embracing Latinx cultural traditions. In order to achieve our mission, Junta takes a whole person approach to service provision and engagement in community advancement. The programming is organized into three departments: JUNTA 360, Social Services; JUNTA Rises, Community and Economic Advancement; and JUNTA Youth, Youth Development.

Christian Community Action

www.ccahelping.org

168 Davenport Ave, New Haven, CT
203.777.7848

660 Winchester Ave, New Haven, CT
203.777.7167

Christian Community Action is an ecumenical social service organization that expresses faithful witness by providing help, housing, and hope to those who have less resource in New Haven.

Youth Continuum

www.youthcontinuum.org 924

Grand Ave,
New Haven, CT 06511

203.777.8445

Youth Continuum helps our most vulnerable youth and their families. We protect and promote their well-being through emergency, residential, and community services. We are a multi-service agency with programs across southern Connecticut serving homeless and at-risk youth and young adults.

The Diaper Bank

www.thediaperbank.org

370 State Street, Suite B, North
Haven, CT 06473

P: 203.934.7009

F: 203.287.1899

info@thediaperbank.org

The Diaper Bank (TDB) centralizes the fundraising and distribution of free diapers to under resourced families through existing service providers, including local food pantries, soup kitchens, daycare centers, social service agencies and shelters. Through its extensive Diaper Distribution Network (DDN) over 60 agencies, TDB provides free diapers to under resourced and low-income families in New Haven, Hartford, Fairfield, Middlesex, and Windham Counties.

Casa Otoñal

148 Sylvan Ave
New Haven, CT 06519

P: 203.773-1847

Casa Otoñal apartments is a senior affordable rental housing community located in New Haven, CT.

Hope House

261 Portsea Ave
New Haven, CT

Youth, Family and Community Engagement Programs

Vision

YFCE enhances NHPS students' lives by ensuring student-centered safe and supportive learning environments where collaboration, focus on growth, innovation and equity are the normal practice of NHPS daily work.

Mission

We are committed to building and sustaining resilience, pride, resourcefulness and wellness amongst New Haven's youth and families by integrating their social emotional and educational needs with meaningful and supportive experiences for success in school, career and life.

Chronic Absenteeism

YFCE works to reduce chronic absenteeism and increase the number of students arriving to school on time, every day, and helping students be ready to learn.

Exclusionary Discipline Data

We work to reduce exclusionary practices and ensure safe and supportive school climates in each school.

Disengaged Youth

(Restorative Practices-Youth Stat)

Our attention focuses on continuing citywide and data-driven collaboration to identify and support the needs of our most vulnerable, at-risk and struggling students.

Restorative Practices Trainings Offered

Mentoring

NHPS collaborates with The Governor's Prevention Partnership to develop mentorships with our students. These positive connections, build the capacities of schools, organizations, and communities to implement effective mentoring.

Youth Stat

Youth Stat is a school-based intervention program that seeks to reduce school exclusion, justice involvement and improve health and wellness outcomes of students from elementary to post-secondary education.

Parent Engagement and Support

Concentrates on strengthening communication with families and engaging parents as partners in their children's academic development.

McKinney Vento Homeless Project

The McKinney Vento act provides immediate enrollment and transportation to children and youth who due to economic hardship or a similar reason, lack a fixed, regular, and adequate nighttime residence.

Family Resource Centers

The Family Resource Centers promote comprehensive, integrated, community- based systems of family support and child development.

Extended Learning Opportunities

These programs provide students and families with increased access to extended learning opportunities through Saturday Academy, after-school programming, and mentoring.

Meet the New Haven Board of Education



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