



# McKinney-Vento Homeless Liaison Annual Training

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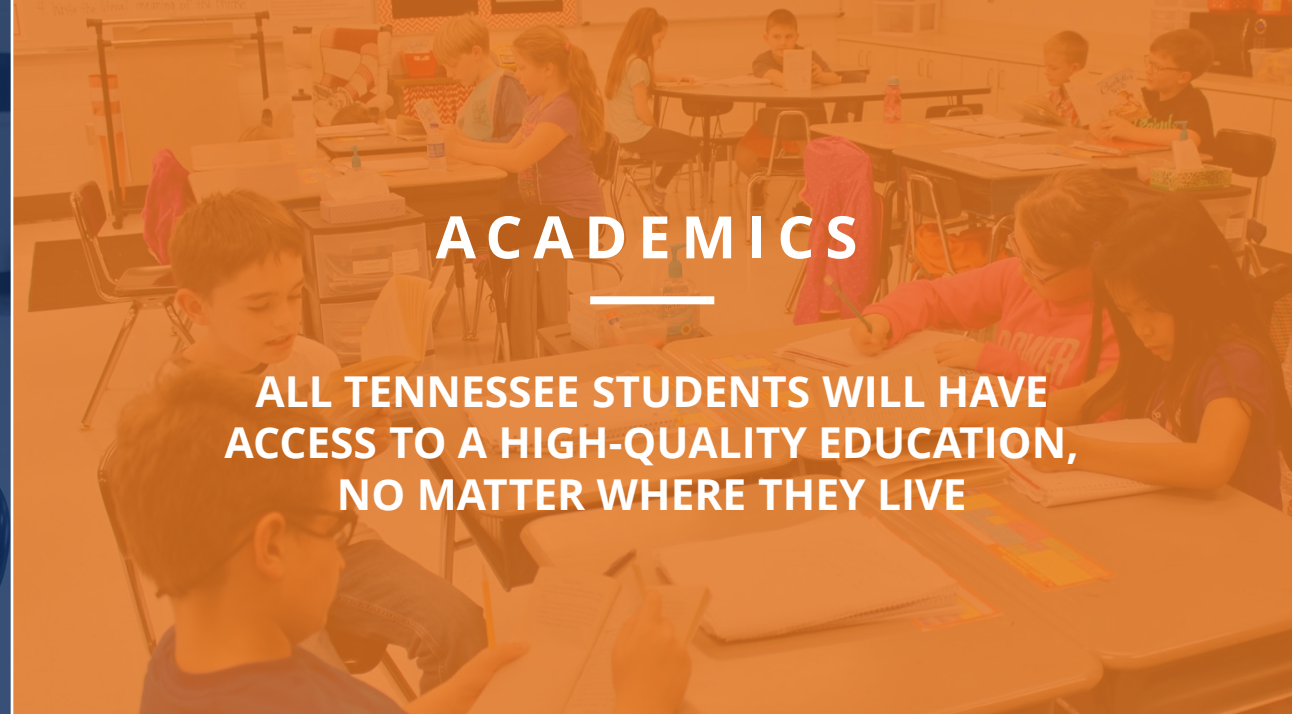






**BEST** FOR  
**ALL**

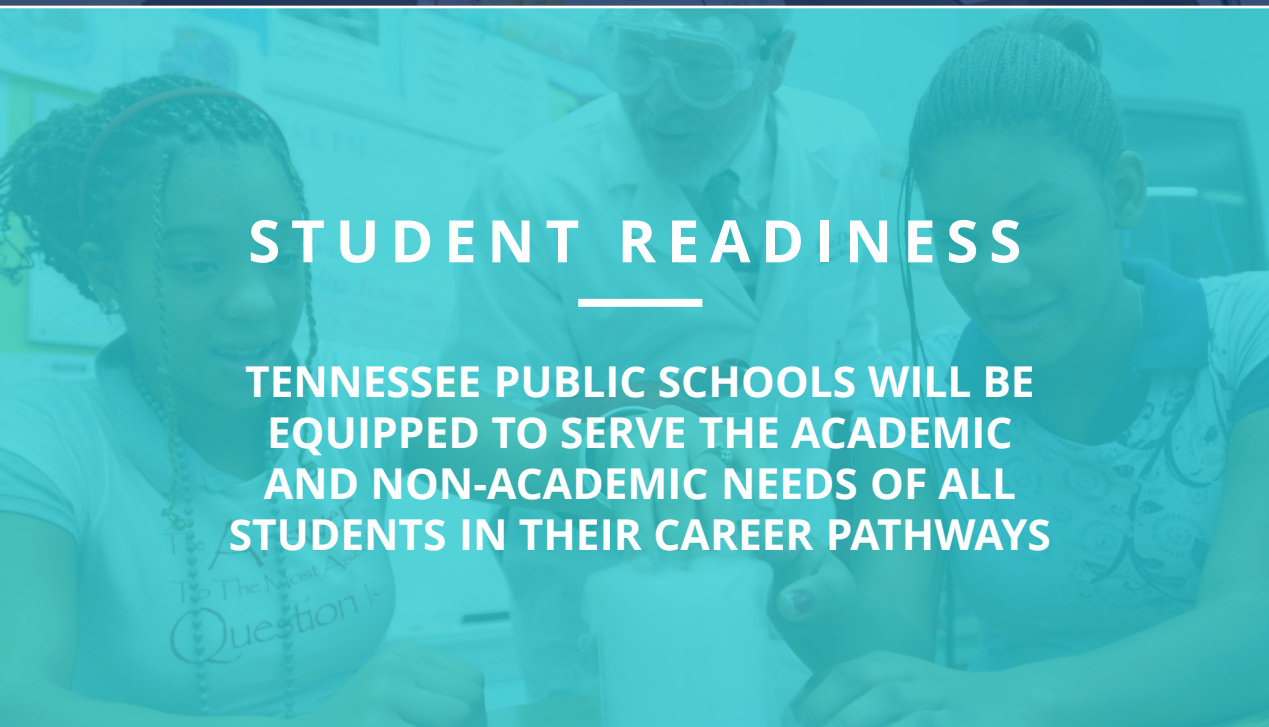
We will set all students on a path to success.



## ACADEMICS

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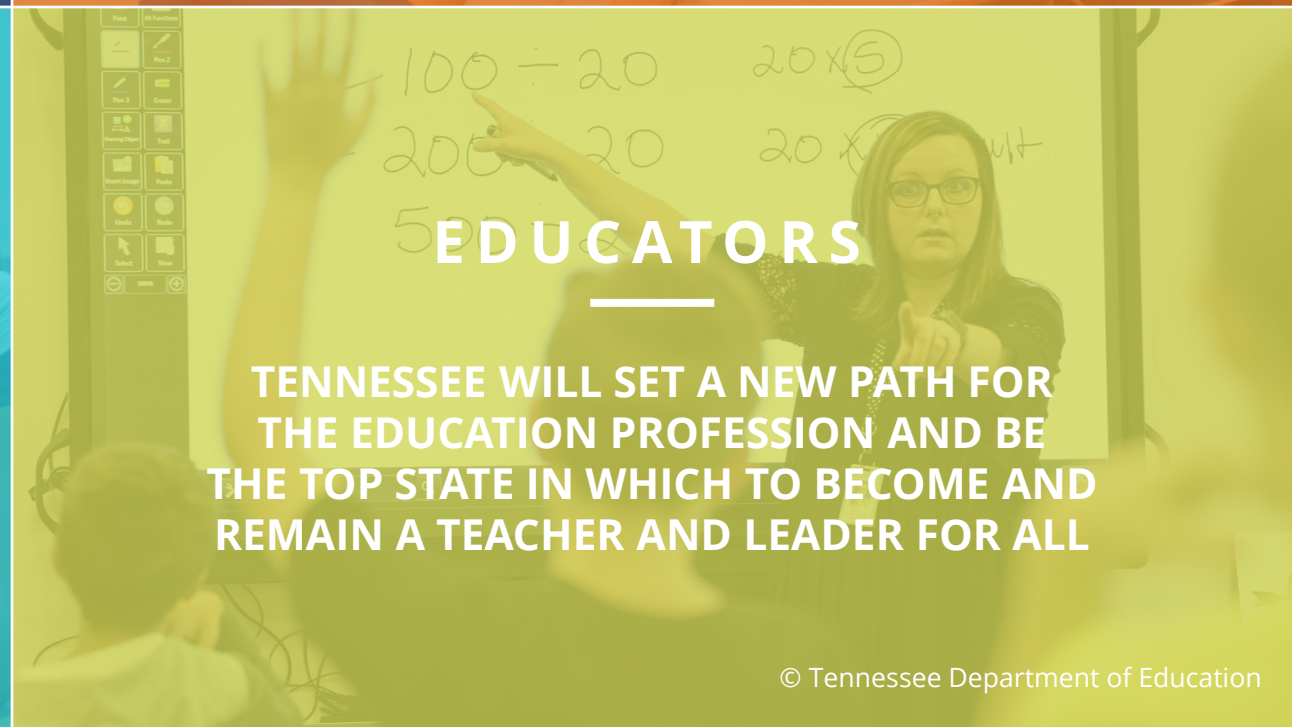
**ALL TENNESSEE STUDENTS WILL HAVE ACCESS TO A HIGH-QUALITY EDUCATION, NO MATTER WHERE THEY LIVE**



## STUDENT READINESS

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**TENNESSEE PUBLIC SCHOOLS WILL BE EQUIPPED TO SERVE THE ACADEMIC AND NON-ACADEMIC NEEDS OF ALL STUDENTS IN THEIR CAREER PATHWAYS**



## EDUCATORS

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**TENNESSEE WILL SET A NEW PATH FOR THE EDUCATION PROFESSION AND BE THE TOP STATE IN WHICH TO BECOME AND REMAIN A TEACHER AND LEADER FOR ALL**



# Agenda

- Program Purpose
- Definitions and Rights Under McKinney-Vento
- Local Liaison Responsibilities
  - Identification, Enrollment, and School Selection
  - Transportation, Policy & Procedure, Best Interest
  - Dispute Resolution
  - Professional Development
  - Preschool, Higher ED, and HUD
- Effective Practices and Collaboration
- Important Reminders and Resources







# Norms and Expectations

- Take calls and necessary phone communications outside of the session room.
- Remain engaged.
- Visit a team member at the registration table if you have questions about the conference.
- All session slide decks are available in ePlan > TDOE Resources > Federal Programs and Oversight (FPO) > Federal Programs Professional Development > 2023 Federal Programs Institute.

# Program Purpose



# Purpose of the Education for Homeless Children and Youth Program

- The purpose of the McKinney-Vento Education for Homeless Children and Youths (EHCY) Program is to ensure that each homeless child or youth **has equal access to the same free, appropriate public education**, including a public preschool education, as provided to other children and youths.

# Importance of Homeless Programming

- The COVID-19 pandemic has greatly impacted Tennessee's local education agencies (LEAs).
- Fewer students identified:
  - State Education Agency (SEA) data for 2022-23 found the homeless student population had a **28%** change in reported homeless students vs. **22%** from the previous year.
  - In 2022-23, **22,567** homeless students were identified vs. 17,512 identified in 2021-22.
- Homeless residency remained highly concentrated in the doubled-up category (17,263).
  - hotel/motel (3,054)
  - shelters (1,227)
  - unsheltered (1,023)



# TN SEA Homeless Data by Residence Type

Primary Nighttime Residence (SEA)		
	2022-23	2021-22
Residence	Number	Number
Shelter	1,227	743
Doubled Up	17,263	11,615
Unsheltered	1,023	450
Hotel Motel	3,054	1,578
<b>Total</b>	<b>22,597</b>	<b>14,386</b>

Homeless Unaccompanied Youth by Residence (SEA)		
	2022-23	2022-22
Residence	Number	Number
Shelter	81	36
Doubled Up	1,625	1,011
Unsheltered	39	35
Hotel Motel	55	27
<b>Total</b>	<b>1,800</b>	<b>1,109</b>



Source: Data Reporting, Office of the Commissioner, Tennessee Department of Education.  
 Data downloaded from EIS Discoverer on 6/16/23 for 2022-23 and 8/2/2022 for 2021-22.





# TN SEA Homeless Enrolled by Grade

Homeless Enrolled by Grade (SEA)			
Grade	2022-23	2021-22	% Change
Under Age 3	0	0	0.0
Ages 3 - 5 (Not Kindergarten)	621	434	43.1
Kindergarten	2,211	1,864	18.6
Grade 1	2,037	1,436	41.9
Grade 2	1,839	1,477	24.5
Grade 3	1,869	1,512	23.6
Grade 4	1,849	1,402	31.9
Grade 5	1,815	1,366	32.9
Grade 6	1,649	1,258	31.1
Grade 7	1,579	1,232	28.2
Grade 8	1,676	1,341	25.0
Grade 9	1,723	1,324	30.1
Grade 10	1,328	927	43.3
Grade 11	1,104	901	22.5
Grade 12	1,267	1,038	22.1
<b>Total</b>	<b>22,567</b>	<b>17,512</b>	<b>28.9</b>



Source: Data Reporting, Office of the Commissioner, Tennessee Department of Education.  
 Data downloaded from EIS Discoverer on 6/16/23 for 2022-23 and 8/2/2022 for 2021-22.



# Definitions and Rights Under McKinney-Vento

# Defining Homelessness

- Children or youth who **lack a fixed, regular, and adequate nighttime residence**:
  - sharing the housing of other persons;
  - living in motels, hotels, trailer parks, or camping grounds;
  - living in emergency or transitional shelters, or are abandoned in hospitals;
  - living in a public or private place not designed for regular sleeping accommodation;
  - living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
  - who are migratory children living in the above circumstances.

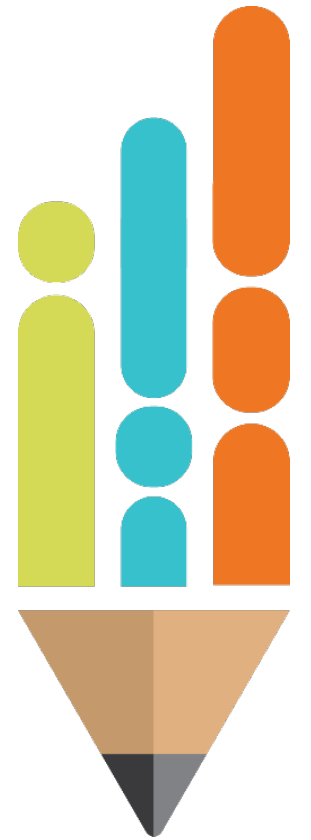
## Key Definitions

- **Fixed**: stationary, permanent, not subject to change
- **Regular**: used on a nightly basis
- **Adequate**: sufficient for meeting the physical, psychological, and safety needs typically met in a home environment



# Scenario

- John Doe has been living in a motel with his family for a little over a year; his family has moved in personal furniture and bunk beds for John Doe and his sister. His parents pay the room fee every two weeks. Under the McKinney-Vento definition, would John Doe be eligible for services?
  - a) Need more information
  - b) No, this is a more permanent arrangement
  - c) Yes, eligible for services



# Scenario: Answer

- a) You will need more information.
  - Does the family have access to kitchen/cooking facilities?
  - Does John Doe have a place to study and do his schoolwork?
  - Does John Doe sleep in one room with his family?
  - Does John Doe have adequate access to needed utilities: electricity, water, and other needed services?
- If John Doe's family does not have any of the above services, then yes, he is eligible to receive McKinney-Vento services.



# Right to Privacy

- Schools must treat information about a homeless child's or youth's living situation as a student education record, which is protected by the Family Educational Rights and Privacy Act (FERPA).
- LEAs must obtain prior written consent from the parent or eligible student in order to disclose any information from a student's educational record.



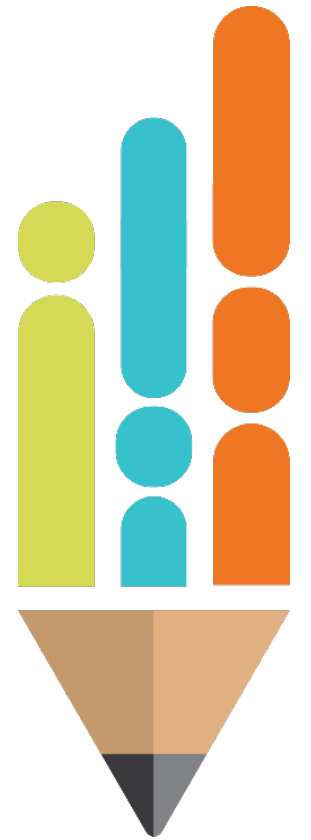


# Local Homeless Liaison Responsibilities



# Local Liaisons

- Every LEA must designate an appropriate staff person to serve as the local homeless education liaison [42 U.S.C. § 11432 (g)(1)(J)(ii)].
  - This person may be the coordinator for other federal programs.
- Local liaisons serve as the key homeless education contact for the LEA and play a critical role in the implementation of the McKinney-Vento Act.



# Local Homeless Liaison Responsibilities Summary

- Identification, Enrollment, and School Section Criteria
- Transportation and Best Interest Determination
- Dispute Resolution
- Professional Development
- Preschools, Higher Education, and the Department of Housing and Urban Development (HUD)





# Local Homeless Liaison Responsibilities

Identification, Enrollment, and  
School Selection Criteria



# Identifying Students

- Identification is the first step to connecting students in homeless situations with the information, resources, and supports necessary to ensure their equal access to the same free, appropriate public education, including a public preschool education, as is provided to other children and youth.



# Identifying Students

- To ensure students in homeless situations are identified, LEAs and school personnel should provide targeted outreach through information sharing and gathering activities such as:
  - including a **housing or nighttime residency questionnaire** in the LEA's enrollment packet to screen for possible McKinney-Vento eligibility;
    - sample questionnaires: <https://nche.ed.gov/translations/>  
(See **Sample Forms, Materials, and Policies**)
  - posting notices of the rights of McKinney-Vento students in places where families and youth in homeless situations are likely to see them; and
  - sharing information about McKinney-Vento eligibility and services in student handbooks, on the LEA website, and in brochures.



# Barriers to Identification

## Challenges

- Lack of understanding of the McKinney-Vento definition of homeless
- Desire to avoid the stigma often associated with homelessness
- Discomfort discussing the circumstances, which often are very personal and sensitive, that led to them being homeless and on their own
- Fear of being treated differently by school personnel or other students

## Strategies

**Create a welcoming and supportive school environment.**

**Develop youth-friendly outreach materials and distribute them where youth are likely to see them.**

**Use youth-friendly means of communications (e.g., social media, text, websites).**

# Housing Questionnaire

- **Every** student gets one **every** year.
- Include in the LEA enrollment packet or online enrollment process.
- Designate someone at each school to take these or look at them online.
- Forward to the district homeless liaison or to the designated point of contact.
- Must be translated to any other languages frequently used in the LEA.



# Housing Questionnaire

- Samples can be found in [ePlan > TDOE Resources](#) > ESSA Information, Guidance, PPTs, & Webinars > Title IX, Part A Education for Homeless Children & Youth > McKinney-Vento Toolkit and Resources 2023.
- There are two templates:
  - [Housing Form](#)
  - [Housing Questionnaire](#)
- **Note:** *You can access TDOE Resources in ePlan without having to log in.*





# Common Signs of Homelessness

- Fatigue, difficulty concentrating, sleeping in class
- Poor hygiene
- Chronic hunger
- Medical, and dental needs
- Shyness or withdrawn behavior
- Erratic attendance; tardiness
- Transiency
- Fear of abandonment
- Anxiety

Source: [National Center for Homeless Education](#)



## Common Signs of Homelessness

*Note: While these are considered common signs, please recognize that they only offer general guidance. There is significant variability within the school-age homeless population. Individual students may differ significantly from the following general characteristics.*

### **Lack of Educational Continuity**

- Attendance at many different schools
- Missing records needed to enroll
- Inability to pay fees
- Gaps in skill development
- Mistaken assessment of abilities
- Poor organizational skills
- Poor ability to conceptualize

### **Poor Health/Nutrition**

- Missing immunizations & medical records
- Unmet medical & dental needs
- Respiratory problems
- Skin rashes
- Chronic hunger or food hoarding
- Fatigue (may fall asleep in class)

### **Transportation & Attendance Problems**

- Erratic attendance and tardiness
- Numerous absences
- Lack of participation in afterschool activities
- Lack of participation in field trips
- Inability to contact parents

### **Poor Hygiene**

- Lacking shower facilities/washers, etc.
- Wearing clothes several days
- Inconsistent grooming

### **Lack of Personal Space After School**

- Consistent lack of preparation for school
- Incomplete or missing homework

- Unable to complete special projects
- Lacking basic school supplies
- Loss of books and supplies on regular basis
- Elevated concern for safety of belongings

### **Social and Behavioral Concerns**

- A marked change in behavior
- Poor/short attention span
- Poor self-esteem
- Extreme shyness
- Unwilling to form relationships with peers & teachers
- Difficulty socializing at recess or lunch periods
- Difficulty trusting people
- Aggression
- "Old" beyond years
- Overly protective of parents
- Clinging behavior
- Developmental delays
- Fear of abandonment
- School phobia (afraid to leave parent)
- Anxiety, especially late in the school day

### **Reactions or Statements by Parents, Guardians, or Students**

- Exhibiting anger or embarrassment when asked about current address
- Avoidance of questions related to current address
- Statements about staying with grandparents, other relatives, friends, or in motels & campgrounds
- Statements such as:
  - "I don't remember the name of the last school."
  - "We've been moving around a lot."
  - "Our address is new; I can't remember it."
  - "We're staying with relatives until we get settled."
  - "We're going through a bad time right now."

*Adapted from flyers developed by the Illinois & Pennsylvania Departments of Education. For more information on homeless education, visit the National Center for Homeless Education website at: [ache.ed.gov](http://ache.ed.gov)*

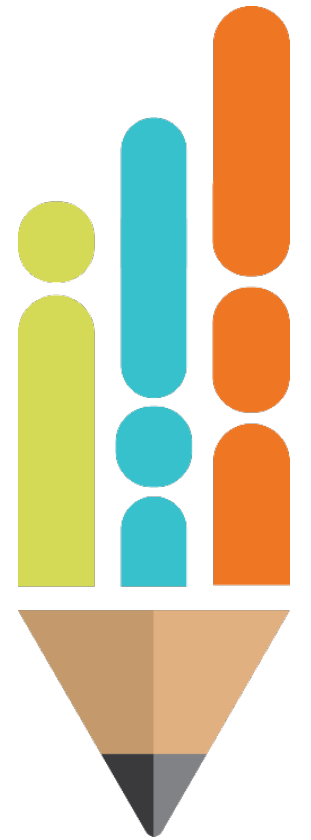
# Identifying Students

- When identifying eligible students, it is important to remember:
  - circumstances vary from family to family,
  - students experiencing homelessness do not all look the same, and
  - students experiencing homelessness do not all have the same behavior patterns.



# Immediate Enrollment

- LEAs must develop, review, and revise policies to remove barriers to the enrollment and retention of homeless students, including barriers related to outstanding fees, fines, or absences.
- Enrollment is defined as “attending classes and participating fully in school activities.”
- Homeless children and youth have the right to enroll in school **immediately, even if lacking the documentation normally required for enrollment.**



# Immediate Enrollment for Unaccompanied Youth

- Unlike most education laws, McKinney-Vento gives rights **directly to unaccompanied youth above the rights of their parents/guardians.**
  - To enroll and make decisions
  - To choose between the school of origin and a local school
  - To file disputes
- LEAs can handle enrollment in any way that ensures immediate participation; the most common procedure is for youth to enroll themselves.



# Barriers to Enrollment and Retention

## Challenges

- Chronic absenteeism
- Mobility
- Trauma and related mental health struggles
- Lack of adult support
- Gaps in learning

## Strategies

Ensure access to tutoring, after-school, and summer enrichment programs by prioritizing McKinney-Vento students and providing transportation.

Provide one-on-one academic support and regular “check-ins.”

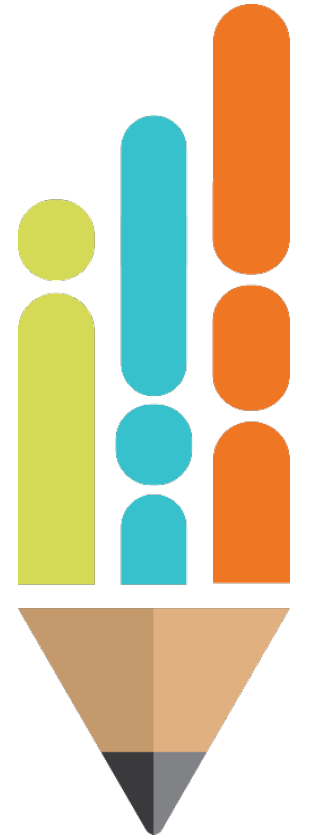
Monitor attendance and provide interventions quickly.

Award and accept partial credits and provide credit recovery options.

Support trauma-informed, restorative discipline policies and practices.

# Removing Barriers to Extracurricular Activities, Before and After-school Programs

- Provide transportation
- Pay for needed uniforms and supplies
- Pay or waive fees

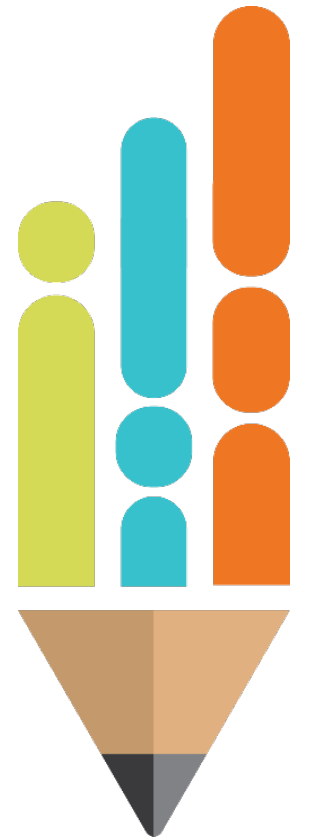




# School Selection Criteria

Students experiencing homelessness may attend either:

- **The local attendance area school:**
  - Any public school that students living in the same attendance area are eligible to attend.
- **The school of origin:**
  - The school the child or youth attended when permanently housed or
  - The school in which the child or youth was last enrolled.



# Receiving Schools

- 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 feeder schools [42 U.S.C. §11432(g)(3)(I)(ii)].



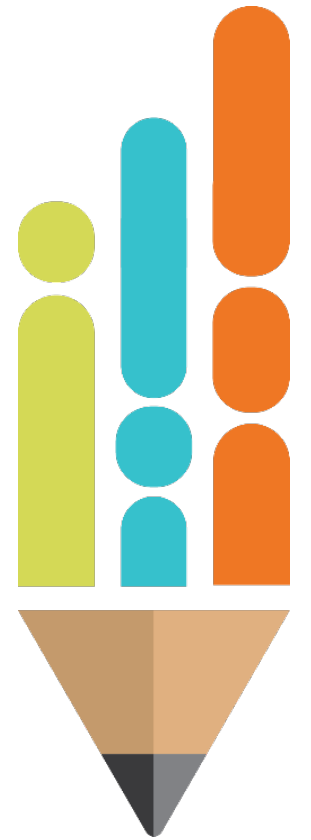
# Receiving Schools

- What is the school of origin?
  - 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.
  - Source: [EHCY Non-Regulatory Guidance, Questions I-1](#)



# School Selection Criteria

- There is no time or distance limit placed on school of origin transportation.
- Students may continue attending the school of origin the entire time they are homeless and if they move into permanent housing until the end of the school year.
- Students who become homeless in between school years may continue attending the school of origin for the following school year.



# Local Homeless Liaison Responsibilities

Transportation and Best Interest



# Transportation

- LEAs must provide transportation for McKinney-Vento students:
  - transportation to and from the school of origin, or
  - comparable transportation.
- Local homeless liaisons must inform the parent/guardian of a homeless child or youth and any unaccompanied youth of all transportation services that are available by the local education agency.





# Transportation

- LEAs must transport homeless students to and from the school of origin, at a parent's or guardian's request, or at the local liaison's request for unaccompanied homeless youth.
- If the child or youth lives and attends school within the same LEA, that LEA must provide or arrange transportation.
- LEAs must agree on how to split the responsibility and cost of transportation or share them equally when a student's school of origin is different from the local attendance area school.





## Transportation MOU Template

<LEA Letterhead>

Dear Parent/Guardian/Unaccompanied Homeless Youth (UHY),

Your child(ren) or you, as an unaccompanied homeless youth, are currently eligible for services through the McKinney-Vento program. Per the McKinney-Vento Homeless Assistance Act, transportation will be provided to your child(ren) or you, as an unaccompanied youth, to and from school.

The following describes our agreement with you regarding transportation:

**Pick-Up:** Students must be at the bus stop or selected location at the time provided by the transportation department. Drivers can wait no more than [X] minutes from the scheduled time.

**Drop-Off:** An adult pre-approved by parents and guardians must be present at the bus stop or selected location to pick-up students too young to be left unsupervised. The transportation department will provide the time that the adult must be present for the pick-up of students; parents and guardians must notify the liaison or the transportation department if an adult other than the parent or guardian will be picking up the student.

**Communication of Absences:** If a student is going to be absent from school and therefore does not need transportation for part or all of a day, parents or guardians must call and inform the designated driver no later than [X] a.m. on the day of the absence so the driver can adjust the route accordingly.

Driver's Name: [Insert]

Contact Phone Number: [Insert]

**Behavioral Expectations:** Students and parents are expected to follow the [Insert LEA Name] policies for student behavior. Disciplinary actions for students who violate the behavior policies will be followed as they are for any student in the district.

If [Insert LEA Name] fails to provide the agreed upon transportation services, the liaison should be contacted. Your liaison is [Insert Name] and may be reached at [Insert Contact Info].

If a student's residence changes, the transportation department must be contacted by [Insert Time] to allow for transportation to be arranged. Transportation requests and changes may take up to [insert number] days to be routed, so temporary transportation may be provided while routing is arranged.

The transportation department may be contacted at:

[insert info].

Please sign below to acknowledge that you understand and agree with these expectations and terms.

\_\_\_\_\_  
Parent/Guardian/UHY Name (Printed)                      Signature                      Date

\_\_\_\_\_  
Name of Liaison (Printed)                      Signature                      Date

# Transportation Memorandum of Understanding (MOU)

## Transportation Options for Parents and/or Youth Template

### Instructions for Use

Transportation policies must provide students experiencing homelessness with transportation comparable to those students that are not experiencing homelessness [ESSA §722(g)(4)(A)]. The policy must ensure that transportation is provided at the request of the parent or guardian (or, in case of an unaccompanied youth, the local liaisons) to or from the school of origin, even during enrollment disputes [ESSA §722(g)(3)(E)(j)].

The LEA is responsible for student transportation to the school of origin—the school they were enrolled in when they became homeless, no matter where they are residing. Families experiencing homelessness also have the option of attending a school in their neighborhood, which is the school of choice.

Use this resource as a guide for the LEA when developing a transportation plan with the parent or guardian. **Before finalizing and sharing any part of this resource with the parent or guardians** Place this document on LEA letterhead, delete or update all red font areas, and provide the most up-to-date McKinney-Vento Liaison contact information. LEAs must keep a hard copy of each developed transportation plan on file.

Red text is provided as an example. Adapt or replace these clauses to meet the LEA's needs.

### Transportation Options:

- Walk Zone:** Students living within the “walking zones” within **1 mile for elementary, 2 miles for middle, and 2.5 miles for high school** will continue to walk to school like other students living within the same boundary limitations.
- School Bus Stops:** Students who **reside close enough to the pre-established school bus route** (or those who have transportation from their place of residence to a nearby bus stop) will continue to use that method and will not be considered for extended transportation services. It should be considered only if the student happens to be in a situation where a bus route is already available and convenient.
- Personal Vehicles:** This option is for a parent/guardian/student that **has a personal vehicle**. Persons transporting the student must have a valid driver's license and automobile insurance for the car being driven. Payment to the person providing the transportation will be in the form of a **pre-loaded gas card, the amount is determined by the program and based on attendance. The amount is subject to change based on the current cost of gasoline.**
- School Buses:** School bus service is rarely a reasonable option since it is usually the most involved, most expensive, and least flexible option. Temporary changes to bus routes tend to negatively affect other students/schools too seriously to be implemented effectively. If a student is on an IEP (Individualized Education Plan) with transportation writing into it, please let your Educational Liaison know.

# LEA Transportation Options

# Best Interest Determination

- When making best interest determination in accordance with the statute:
  - presume that remaining in the school of origin is in the student’s best interest;
  - consider the impact of mobility on achievement, education, health, and safety; and
  - give priority to the request of the parent, guardian or unaccompanied homeless youth.
- If the school and parent/guardian/unaccompanied youth disagrees after the best interest determination, initiate your LEA’s dispute resolution process.



# Local Liaison Responsibilities

## Dispute Resolution Process

# Local Liaison Responsibilities: Dispute Resolution Process

- The McKinney-Vento Homeless Assistance Act requires SEAs and LEAs to follow a dispute resolution process when parents, guardians, or unaccompanied youth and schools disagree on the eligibility, enrollment, or educational placement of homeless children and youth.
- Tennessee's process can be found in [ePlan > TDOE Resources > ESSA Information, Guidance, PPTs, & Webinars > Title IX, Part A Education for Homeless Children & Youth > Resources for Homeless Liaisons > McKinney-Vento State-Level Dispute Resolution](#).



# Dispute Resolution Process Brief and TDOE Template



National Center for Homeless Education  
Supporting the Education of Children  
and Youth Experiencing Homelessness  
<https://nche.ed.gov>



MCKINNEY-VENTO LAW INTO PRACTICE BRIEF SERIES

## Dispute Resolution

### This NCHE brief:

- summarizes the key provisions of the McKinney-Vento Act related to dispute resolution, and
- provides an overview of implementation strategies at the State and local levels



## McKinney-Vento Dispute Resolution Process Sample Form

### Instructions for Using this Template:

**Before sharing, place this document on LEA letterhead, delete or update all red font areas, and provide the most up-to-date McKinney-Vento Liaison contact information.**

This form can be used to initiate the dispute resolution process required by the McKinney-Vento Homeless Assistance Act. It can be used when a parent, guardian, or unaccompanied youth disagrees with the LEAs eligibility, school selection, or enrollment decision. If a dispute arises under the McKinney-Vento Act over eligibility, school selection, or school enrollment [42 U.S.C. 11432(g)(3)(E)], the Act requires LEAs initiate the McKinney-Vento Dispute Resolution Process. Federal law [42 U.S.C. § 11432(g)(1)(C)] requires that the State have a [Dispute Process](#) and that the LEA policy must align with the State's policy .

Sources: [NCHE McKinney-Vento Dispute Resolution Brief](#)  
[TEMPLATE McKinney-Vento Dispute Resolution Process Sample Form 2021-04-16](#)



# Enrollment Disputes

- If a dispute arises over **eligibility, school selection, or school enrollment**:
  - the parent, guardian or unaccompanied youth shall be referred to the local liaison, who shall carry out the dispute resolution process as expeditiously as possible after receiving notice of the dispute;
  - the child or youth shall be ***immediately enrolled in the school in which enrollment is sought***, pending final resolution of the dispute, including all available appeals; and
  - the parent, guardian, or unaccompanied youth shall be provided with a written explanation of any decisions related to dispute made by the school, LEA, or SEA, including the rights of the parent, guardian, or unaccompanied youth to appeal such decisions.



# Local Liaison Responsibilities

## Professional Development

# Professional Development

- Local liaisons must ensure that school personnel receives professional development and other support focused on McKinney-Vento.
  - **At a minimum**, liaisons should provide training annually to LEA and school staff including:
    - school leaders,
    - front office staff/enrollment staff, and
    - school counselors.
  - **Best practice** suggests that **all** staff should be trained annually, including the above, as well as:
    - LEA staff,
    - classroom teachers, and
    - educational assistants.



# Professional Development Topics

- Professional Development topics should include the following:
  - Identifying Students
  - Enrollment
  - Transportation
  - Best Interest Determination
  - Right to Privacy
- The National Center for Homeless Education has several [training materials and resources](#) to use for training staff.



# Local Liaison Responsibilities

Preschool, Higher Education, and  
HUD

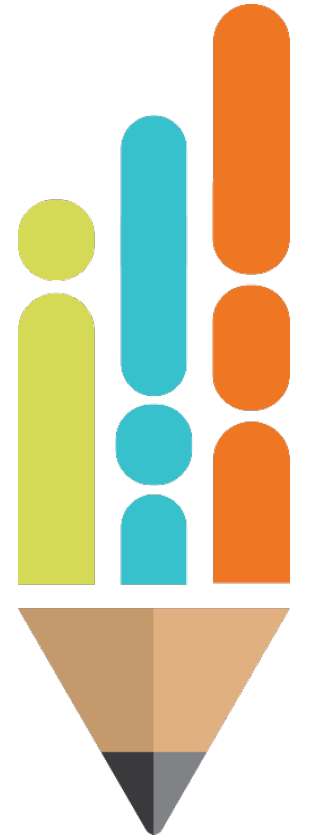
# Preschool

- ESSA places an increased emphasis on identifying homeless preschool children.
- The school of origin also includes public preschool programs.
- Homeless children must have access to and receive services through:
  - Head Start and Early Head Start;
  - IDEA Part C, early intervention; or
  - other preschool programs administered by the LEA.



# Access to HUD

- Local liaisons are authorized to affirm whether children and youth meet the U.S. Department of Housing and Urban Development (HUD) definition of homelessness to qualify them for HUD homeless assistance programs.
- Although a liaison may affirm, the family must still meet the other requirements of HUD projects.
- Local liaisons may make this affirmation in the form of a signed letter on district letterhead that at minimum, identifies the most recent primary nighttime residence of the homeless child or youth.



# Effective Practices and Collaboration



# Homelessness is a Community-Wide Problem.

- It requires a community-wide response that includes:
  - Addressing Housing
  - Health Care
  - Employment
  - School attendance and success



# McKinney-Vento Program Collaboration

- Collaboration is a means to expand the capacity of programs and agencies to provide services in a coordinated way.
- Per the U.S. Department of Education's (ED's) non-regulatory guidance, coordination and collaboration are required under the McKinney-Vento Act (2016, pp. 34-35).
- LEAs must collaborate and coordinate specifically with:
  - Community-Based Organizations (CBOs)
  - Federal programs that are required to identify and serve homeless children and youth and to coordinate with LEAs.



# Effective Practices

- Collaborate with teachers, staff, and other LEA homeless liaisons.
- Refer the student for academic services (e.g., tutoring and intervention).
- Suggest and encourage participation in extra-curricular activities.
- Ensure that out-of-class assignments contain realistic expectations.
  - project materials, computer, internet access
- Create support teams for students to include a mentor/advocate who meets regularly to discuss issues, needs, concerns, and reasons to celebrate.



# Effective Practices

- Collaborate and communicate with families.
- Partner with community agencies and businesses.
  - E.g., food banks, postsecondary institutions, non-profits, public libraries, Boys & Girls Club, HUD, health department
- Train educators **new** to the profession and school annually.



# Examples of Effective Collaborators

## LEA Level

- Federal Programs department
- Family Resource Center
- IT/EIS departments
- Fiscal and Accountability departments
- School Nutrition
- Social Workers
- Transportation department

## School Level

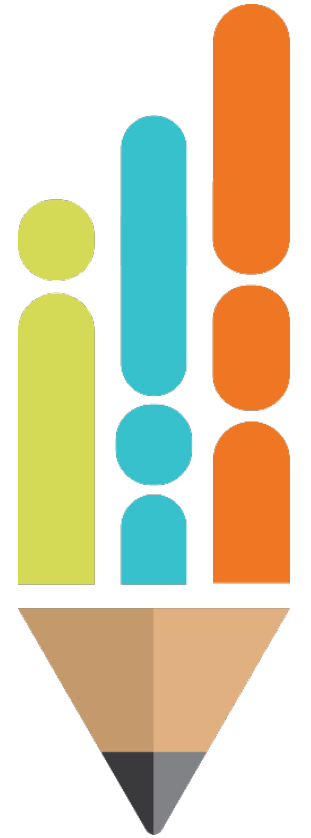
- School staff
- Administrators
- Enrollment personnel and front office staff
- Attendance/Truancy personnel
- School Counselors
- School Nurses
- Cafeteria workers and bus drivers

# Important Reminders and Resources

# Important Reminders

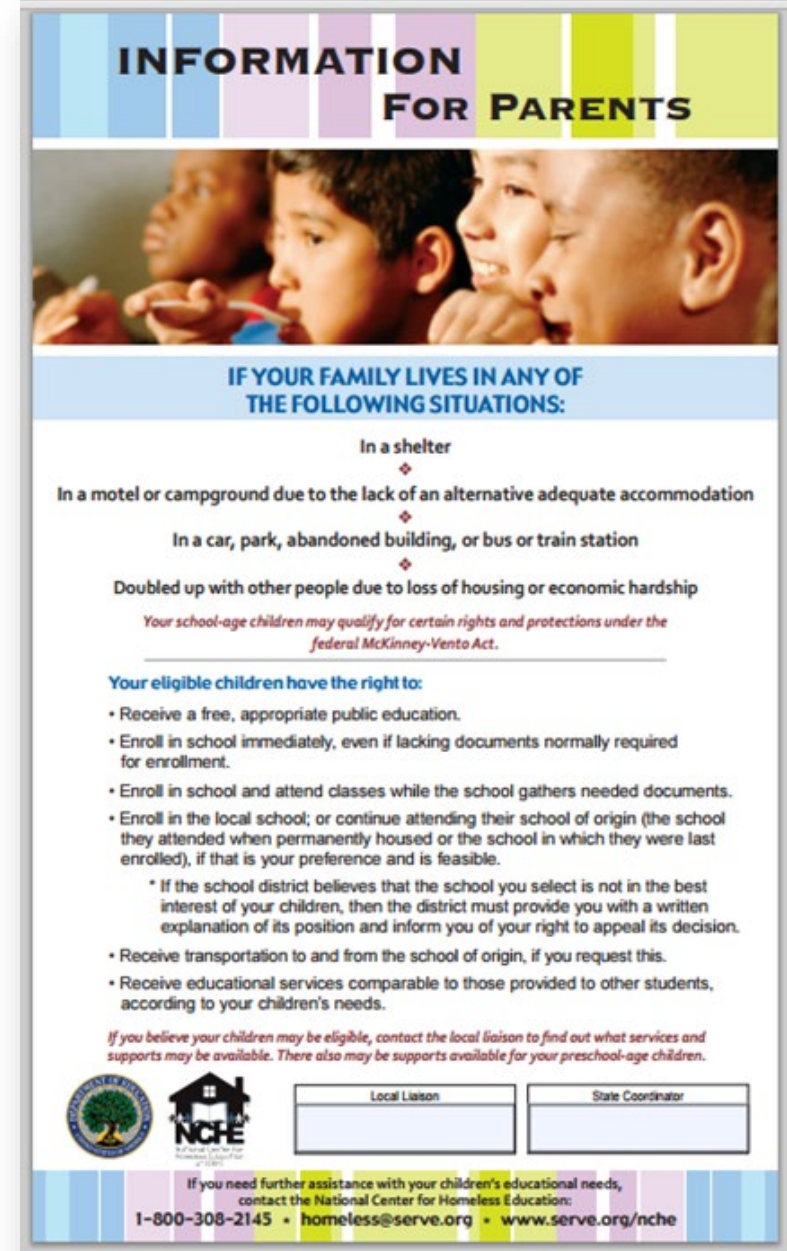
- **Provide documentation of decisions.**

- The McKinney-Vento Act requires liaisons to provide parents information on their right to dispute if denied enrollment.
- LEAs should have written policies and procedures focused on:
  - Identification
  - Enrollment
  - Best Interest Determination
  - Transportation
  - Dispute Resolution
- All written policies should be kept on file and provided to families upon identification. If a dispute arises, the LEA may refer to their written policies and procedures when discussing enrollment, transportation, school selection, and other issues with families.



# Important Reminders

- Ensure every school has an updated homeless poster posted in a common area of the school.
- Connect information should include both the local homeless liaison as well as the state coordinator:
  - **Vanessa Waters**
  - **(615) 917-3750**
- Posters and other vital resources can be ordered for free from the [National Center for Homeless Education](#).



**INFORMATION FOR PARENTS**

**IF YOUR FAMILY LIVES IN ANY OF THE FOLLOWING SITUATIONS:**



- In a shelter
- In a motel or campground due to the lack of an alternative adequate accommodation
- In a car, park, abandoned building, or bus or train station
- Doubled up with other people due to loss of housing or economic hardship

*Your school-age children may qualify for certain rights and protections under the federal McKinney-Vento Act.*

**Your eligible children have the right to:**

- Receive a free, appropriate public education.
- Enroll in school immediately, even if lacking documents normally required for enrollment.
- Enroll in school and attend classes while the school gathers needed documents.
- Enroll in the local school; or continue attending their school of origin (the school they attended when permanently housed or the school in which they were last enrolled), if that is your preference and is feasible.
  - \* If the school district believes that the school you select is not in the best interest of your children, then the district must provide you with a written explanation of its position and inform you of your right to appeal its decision.
- Receive transportation to and from the school of origin, if you request this.
- Receive educational services comparable to those provided to other students, according to your children's needs.

*If you believe your children may be eligible, contact the local liaison to find out what services and supports may be available. There also may be supports available for your preschool-age children.*

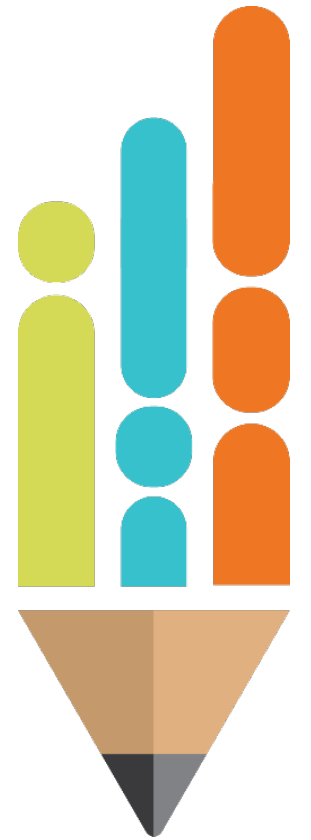
Local Liaison	State Coordinator
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If you need further assistance with your children's educational needs, contact the National Center for Homeless Education:  
1-800-308-2145 • [homeless@serve.org](mailto:homeless@serve.org) • [www.serve.org/nche](http://www.serve.org/nche)




# LEA/School Handbook and Website

- Include information about the McKinney-Vento Act in your district handbook that is given to every student.
- Clearly display information about McKinney-Vento on your LEA/school website in a place where parents and students can find it easily, including:
  - name and contact information for the local liaison,
  - definition of homeless under McKinney-Vento, and
  - rights and services available to students experiencing homelessness.



# Important Reminders



<b>Do</b>	<b>Don't</b>
<b>Be aware of the many reasons for homelessness</b>	<b>Judge or discriminate</b>
<b>Collaborate with parent and families</b>	<b>Violate FERPA</b>
<b>Be mindful of words, tone, and actions; be respectful</b>	<b>Hold children accountable for conditions beyond their control</b>
<b>Provide appropriate support and advocacy</b>	<b>Assume families will immediately divulge sensitive information</b>
<b>Collaborate with the other departments and agencies</b>	<b>Forget to give families grace</b>



# Resources

- [U.S. Department of Education \(ED\): McKinney-Vento Law and Guidance](#)
- [Education for Homeless Children and Youths Program Non-Regulatory Guidance](#)
- [ePlan > TDOE Resources](#) > ESSA Information, Guidance, PPTs, & Webinars > Title IX, Part A Education for Homeless Children & Youth > McKinney-Vento Toolkit and Resources 2021
- [National Association for the Education of Homeless Children and Youth \(NAEHCY\)](#)
- [National Center for Homeless Education \(NCHE\):](#)
  - [NCHE Homeless Liaison Toolkit](#)
  - Homeless Education Helpline: 800-308-2145 or [homeless@serve.org](mailto:homeless@serve.org)





**Questions?**



# Thank You!

**Vanessa Waters** | McKinney-Vento and Immigrant Grant Manager

[Vanessa.Waters@tn.gov](mailto:Vanessa.Waters@tn.gov)

(615) 917-3750

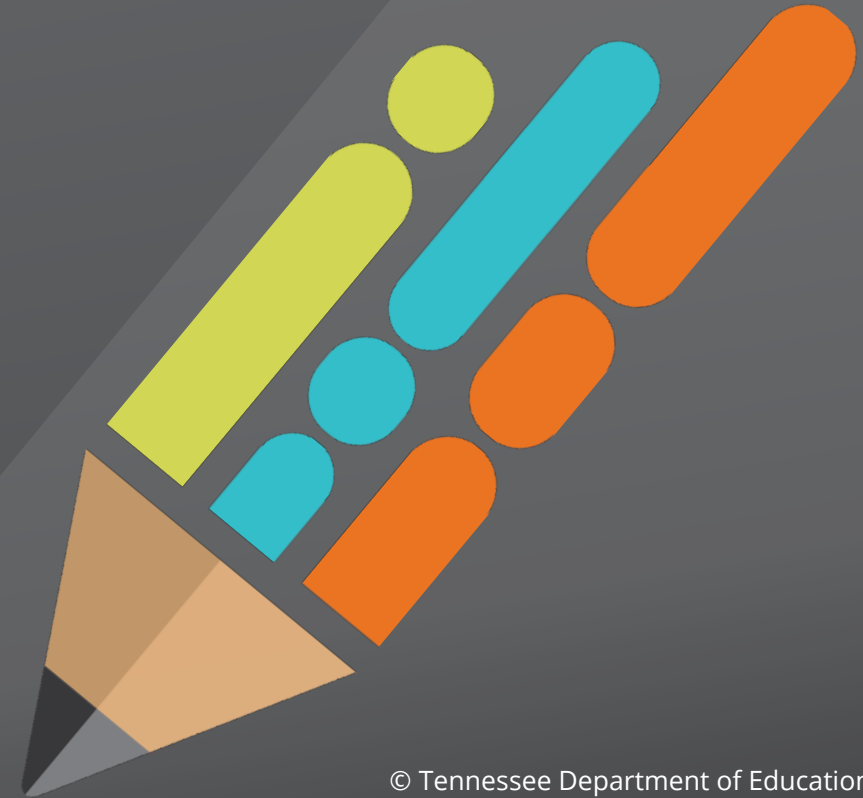
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# Tuesday-Thursday Please Share Your Feedback:

You may access the PD by navigating here:

[https://stateoftennessee.formstack.com/forms/2023fpi\\_pd\\_survey](https://stateoftennessee.formstack.com/forms/2023fpi_pd_survey)



# Fraud, Waste or Abuse

Citizens and agencies are encouraged to report fraud, waste, or abuse in State and Local government.

NOTICE: This agency is a recipient of taxpayer funding. If you observe an agency director or employee engaging in any activity which you consider to be illegal, improper or wasteful, please call the state Comptroller's toll-free Hotline:

**1-800-232-5454**

Notifications can also be submitted electronically at:

**<http://www.comptroller.tn.gov/hotline>**