

**BOARD OF TRUSTEES
CARSON CITY SCHOOL DISTRICT**

**POLICY No. 255
PROGRAM**

MCKINNEY-VENTO STUDENTS IN TRANSITION

The Board of Trustees of the Carson City School District recognizes that students experiencing homelessness (sometimes called “Students in Transition” or “SIT”) face barriers in accessing free and appropriate public education and opportunities to achieve the same high quality academic standards expected of all other students. The District has the responsibility of identifying and serving Students in Transition.

Definition of McKinney-Vento Students in Transition

“Students in Transition” means students who lack a fixed, regular, adequate nighttime residence, and includes those who, due to lack of alternative adequate accommodations, are:

- Sharing housing with other persons due to loss of housing, economic hardship or similar reason;
- Living in emergency or transitional shelters, abandoned buildings, substandard housing, cars, motels, hotels, trailer parks (other than an established trailer park or mobile home communities), campgrounds, or other public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings due to lack of alternative adequate accommodations;
- Living as an unaccompanied youth, under temporary guardianship or with caregivers; or
- Living in a migratory situation, lacking a fixed, regular and adequate nighttime residence.

District Liaison for McKinney-Vento Students in Transition

The Liaison will provide enrollment support and coordinate services within the District and through community agencies in order to ensure that each eligible student in transition has equal access to an education. Specifically, the Liaison has the following responsibilities:

- Ensure that eligible students are enrolled immediately without barriers, even when lacking required enrollment documents so that students have full and equal opportunities to succeed in school;
- Ensure that eligible students and their families receive the educational assistance and services they are entitled to, such as preschool referrals, counseling needs and medical services;
- Ensure that eligible students are monitored and tracked academically;
- Ensure that appropriate academic interventions are in place for eligible students;
- Ensure that parents or guardians of eligible students are informed of the educational opportunities available and are given opportunities to participate;
- Notify the Nutrition Department daily and monthly of new qualifying students for free meals;
- Distribute public notice of the educational rights of eligible students in locations where they receive services; such as schools, family shelters, soup kitchens, health centers, laundromats and other community businesses;
- Ensure that enrollment disputes are mediated properly. If a dispute arises between the District and parents or guardians about school selection for enrollment, the District will immediately enroll the student in the school requested by the parent/guardian, pending a resolution of the dispute; and
- Schedule staff training dates and train school staff on the rights and qualifications of eligible students at least annually.

POLICY 255 – CONTINUED

School Site Responsibilities

- Help identify and notify District Liaison of eligible students via email and provide appropriate documentation immediately to ensure provision of services;
- Notify Liaison of school situations that may help identify potentially eligible students;
- Notify appropriate school and District personnel (administration, nurse, counselor, District Liaison) confidentially of newly discovered eligible students;
- Communicate with eligible students and their families at least weekly to ensure accuracy of current data/update data to include any recent changes.

Enrollment Records

Eligible students will enroll, attend classes and participate fully in school activities. If critical enrollment records, including immunization and medical records are not immediately available, the Liaison and school staff will work with the family and other agencies to obtain the records in a timely manner. Lack of records will not delay school enrollment.

Placement

The Liaison, with help from other school staff, will decide on the placement based on the best interest of the student. In making this determination, the District must, to the extent possible, continue the student's education in his/her "school of origin" (i.e., the district school the student has been attending prior to identification as an eligible student). The parents or guardians of the eligible student may request placement in another school attendance area due to other extenuating circumstances. Students maintain eligibility for the duration of the current academic year, but must apply and requalify at the beginning of each subsequent school year.

Transportation

The District will provide transportation for Students in Transition comparable to that of other students while taking into consideration individual accommodations. The Liaison will work with the transportation supervisor to coordinate transportation needs. If a student moves within the District, the Liaison will secure transportation when feasible to keep students in their school of origin. If an eligible student moves out of the District, but continues to attend a District school, the Liaison will coordinate services with the District of residence to meet the student's transportation needs whenever feasible.

Reference: McKinney-Vento Homeless Assistance Act of 1987 (Pub. L. 100-77, July 22, 1987, 101 Stat. 482, 42 U.S.C. § 11431 et seq.) most recently re-authorized in December 2015 by the Every Student Succeeds Act (ESSA)

Adopted: December 8, 2015

Revised: November 13, 2018