

STUDENTS EXPERIENCING HOMELESSNESS ENROLLMENT RIGHTS AND SERVICES

To the extent practical and as required by law, the district will work with students experiencing homelessness and their families to provide them with equal access to the same free, appropriate public education (including public preschool education) provided to other students. Special attention will be given to the identification, enrollment, and attendance of students experiencing homelessness not currently attending school, as well as mitigating educational barriers to their academic success. Additionally, the district will take reasonable steps to ensure that students experiencing homelessness are not stigmatized or segregated in a separate school or in a separate program within a school on the basis of their homeless status.

Students experiencing homelessness will be provided district services for which they are eligible, including Head Start and comparable pre-school programs, Title I, similar state programs, special education, bilingual education, vocational and technical education programs, gifted and talented programs and school nutrition programs.

Students experiencing homelessness are defined as lacking a fixed, regular and adequate nighttime residence, including:

- A. Sharing the housing of other persons due to loss of housing or economic hardship, or a similar reason;
- B. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
- C. Living in emergency or transitional shelters;
- D. Are abandoned in hospitals;
- E. Living in public or private places not designed for or ordinarily used as regular sleeping accommodations;
- F. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings;
- G. Are migratory children living in conditions described in the previous examples.

The superintendent shall designate an appropriate staff person to be the district's McKinney-Vento liaison for students experiencing homelessness and their families. The liaison may simultaneously serve as a coordinator for other Federal programs, provided that they are able to carry out the duties listed in the procedure that accompanies this policy.

The principal of each elementary, middle and high school building will establish a point of contact for such youth. The point of contact is responsible for identifying homeless and unaccompanied youth and connecting them with the district's homeless student liaison. The district's homeless student liaison is responsible for training the building points of contact.

Best interest determination: In making a determination as to which school is in the student experiencing homelessness' best interest to attend, the district will presume that it is in the student's best interest to remain enrolled in their school of origin unless such enrollment is against the wishes of a parent, guardian or unaccompanied youth

1 Attendance options will be made available to families experiencing homelessness on the same
2 terms as families residing in the district including attendance rights acquired by living in attend-
3 ance areas, other student assignment policies, or intra and inter-district choice options.

4 If there is an enrollment dispute, the student shall be immediately enrolled in the school in which
5 enrollment is sought, pending resolution of the dispute. The parent or guardian shall be informed
6 of the district's decision and the reason therefor, (or informed if the student does not qualify for
7 McKinney-Vento, if applicable) and their appeal rights in writing and in a language they can un-
8 derstand. The district's liaison will carry out dispute resolution as provided by state policy. Un-
9 accompanied youth will also be enrolled pending resolution of the dispute.

10 Once the enrollment decision is made, the school shall immediately enroll the student, pursuant
11 to district policies. However, enrollment may not be denied or delayed due to the lack of any
12 document normally required for enrollment, including academic records, medical records, proof
13 of residency, mailing address or other documentation, or denied or delayed due to missed appli-
14 cation deadlines or fees, fines or absences at a previous school.

15 If the student does not have immediate access to immunization records, the student shall be ad-
16 mitted under a personal exception. Students and families should be encouraged to obtain current
17 immunization records or immunizations as soon as possible, and the district liaison is directed to
18 assist. Records from the student's previous school shall be requested from the previous school
19 pursuant to district policies. Emergency contact information is required at the time of enrollment
20 consistent with district policies, and in compliance with the state's Address Confidentiality Pro-
21 gram when necessary. However, the district cannot demand emergency contact information in a
22 form or manner that constructs a barrier to enrollment and/or attendance at school.

23 Students experiencing homelessness are entitled to transportation to their school of origin or the
24 school where they are to be enrolled. If the school of origin is in a different district, or a student
25 experiencing homelessness is living in another district but will attend his or her school of origin
26 in this district, the districts will coordinate the transportation services necessary for the student or
27 will divide the costs equally.

28 The district's liaison for students experiencing homelessness and their families shall coordinate
29 with local social service agencies that provide services to children and youths experiencing
30 homelessness and their families; other school districts on issues of transportation and records
31 transfers; and state and local housing agencies responsible for comprehensive housing affordabil-
32 ity strategies. This coordination includes providing public notice of the educational rights of stu-
33 dents experiencing homelessness where such children and youth receive services under the
34 McKinney-Vento Act, such as schools, family shelters and soup kitchens. The notice must be
35 disseminated in a manner and form that parents, guardians and unaccompanied youth receiving
36 such services can understand, including and to the extent feasible, in their native language. The
37 district's liaison will also review and recommend amendments to district policies that may act as
38 barriers to the enrollment of students experiencing homelessness and will participate in profes-
39 sional development and other technical assistance activities, as determined by the state-level
40 (OSPI) coordinator for children experiencing homelessness and youth programs.

41 The superintendent shall:

- 42 • Strongly encourage district staff, including substitute and regular bus drivers to annually
43 review the video posted on the OSPI website on identification of student homelessness;

- 1 • Strongly encourage every district-designated student experiencing homelessnessliaison to
2 attend trainings provided by the state on identification and serving homeless youth. En-
3 sure that the district includes in materials provided to all students at the beginning of the
4 school year or at enrollment, information about services and support for students experi-
5 encing homelessness (i.e., the brochure posted on the OSPI website).
- 6 • Use a variety of communications each year to notify students and families about services
7 and support available to them if they experience homelessness (e.g., distributing and col-
8 lecting a universal annual housing intake survey, providing parent brochures directly to
9 students and families, announcing the information at school-wide assemblies, posting in-
10 formation on the district’s website).

11
12 **Facilitating on-time grade level progression**

13 The district will: 1) waive specific courses required for graduation for students experiencing
14 homelessness if similar coursework has been satisfactorily completed in another school district;
15 or 2) provide reasonable justification for denial of the waiver. In the event the district denies a
16 waiver and the student would have qualified to graduate from their sending school district, the
17 district will provide an alternative process of obtaining required coursework so that the student
18 may graduate on time.

19 The district will consolidate partial credit, unresolved, or incomplete coursework and will pro-
20 vide students experiencing homelessness with opportunities to accrue credit in a manner that
21 eliminates academic and nonacademic barriers for the student.

22 For students who have been unable to complete an academic course and receive full credit due to
23 withdrawal or transfer, the district will grant partial credit for coursework completed before the
24 date of the withdrawal or transfer. When the district receives a transfer student in these circum-
25 stances, it will accept the student’s partial credits, apply them to the student’s academic progress
26 or graduation or both, and allow the student to earn credits regardless of the student’s date of en-
27 rollment in the district.

28 In the event a student is transferring at the beginning of or during their junior or senior year of
29 high school and is ineligible to graduate after all alternatives have been considered, the district
30 will work with the sending district to ensure the awarding of a diploma from the sending district
31 if the student meets the graduation requirements of the sending district.

32 In the event a student enrolled in three or more school districts as a high school student, has met
33 state requirements, has transferred to the district, but is ineligible to graduate from the district af-
34 ter all alternatives have been considered, the district will waive its local requirements and ensure
35 that the student receives a diploma.

36
37 Cross References: Board Policy 3116 Students in Out of Home Care
38 Board Policy 3120 Enrollment
39 Board Policy 3231 Student Records
40 Board Policy 3413 Student Immunization and Life-
41 Threatening Conditions
42 Board Policy 4218 Language Access Plan
43

1			
2	Legal References:	RCW 28A.225.215	Enrollment of children without legal
3			residences
4		RCW 28A.320.142	Unaccompanied youth – Building point
5			of contact – Duty of District
6		RCW 28A.320.145	Support for homeless students
7			
8		20 U.S.C. 6301	Elementary and Secondary Education of
9			1965 as amended by the Every
10			Student Succeeds Act (ESSA)
11		42 U.S.C. 11431 et seq.	McKinney-Vento Homeless Assistance
12			Act
13		Chapter 28A.320 RCW	Provisions applicable to all districts
14			(new section created by 3SHB 1682,
15			2016 legislative session)
16			
17	Management Resources:	July 2019 Issue	
18		Posters and other materials for community outreach-OSPI	
19		Policy News, October 2017	
20		Policy News, July 2017	
21		Policy News, November 2016	
22		Policy News, July 2016	
23		Policy News, December 2014	
24		<i>Policy News</i> , October 2002	
25		<i>Policy News</i> , October 2004	
26			
27	Adopted:	05/22/03	
28	Revised:	06/26/08	
29	Revised:	02/19/15	
30	Revised:	10/20/16	
31	Revised:	01/19/17	
32	Revised:	08/17/17	
33	Revised:	02/21/18	
34	Revised:	10/17/19	
35			