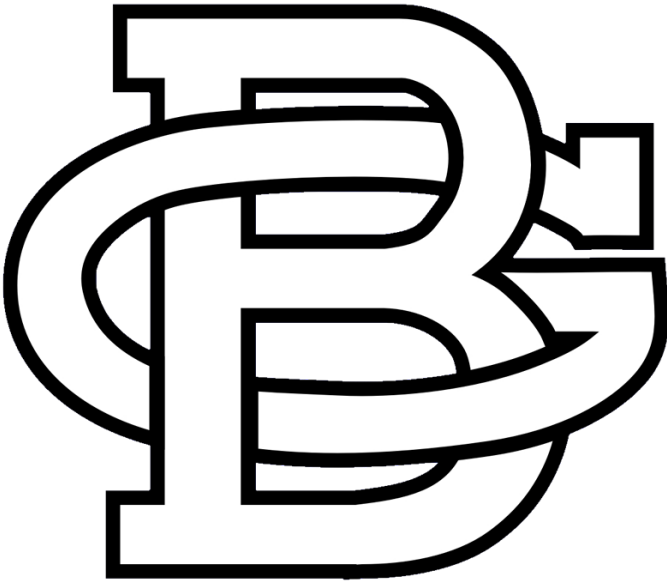


PORTER TOWNSHIP SCHOOL CORPORATION



McKinney-Vento Plan

SECTION 1: OVERVIEW/GENERAL INFORMATION

McKinney-Vento Homeless Assistance Act:

The Education for Homeless Children and Youth (EHCY) program is authorized under Title VII B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.) (McKinney Vento Act). The McKinney-Vento Act was originally authorized in 1987 and most recently re-authorized on December 10th, 2016, by the Every Student Succeeds Act (ESSA). The McKinney-Vento Act addresses the challenges that homeless children and youths have faced in enrolling, attending, and succeeding in school.

Under the McKinney-Vento Act, State educational agencies (SEAs) must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including public preschool education, as other children and youths. Homeless children and youths must have access to the educational and related services that they need to enable them to meet the same challenging State academic standards to which all students are held. In addition, homeless students may not be separated from the mainstream school environment. SEAs and local educational agencies (LEAs) are required to review and undertake steps to revise laws, regulations, practices, or policies that may act as barriers to the identification, enrollment, attendance, or success in schools of homeless children and youths.

Definition of Homeless (McKinney-Vento Act Sec. 725(2); 42 U.S.C 11435(2)):

Children who lack a fixed, regular, and adequate nighttime residence:

- "Double up" - Sharing the housing of others due to the loss of housing, economic hardship, or similar reasons.
- Living in motels, hotels, trailer parks, and camping grounds due to a lack of adequate alternative accommodations.
- Living in emergency or transitional shelters.
- Living in a public or private place not designed for humans to live.
- Migratory children living in the above circumstances
- Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings
- Unaccompanied Youth - Children or youth who meet the definition of homeless and not in the physical custody of a parent or guardian

Residency and Educational Rights:

Students who are in temporary, inadequate, and homeless living situations have the following rights in the Porter Township School Corporation:

- Immediate enrollment in the school they last attended or the school in whose attendance area they are currently staying even if they do not have all of the documents normally required at the time of enrollment;
- Access to free meals and textbooks, Title I and other educational programs, and other comparable services, including transportation;
- Attendance in the same classes and activities that students in other living situations also participate in without fear of being separated or treated differently due to their housing situations.

Procedures for the Dissemination of Educational Rights:

All schools within the Porter Township School Corporation shall ensure that public notice of the educational rights of students and families in homeless situations is disseminated where children and youth receive services under the McKinney-Vento Act.

SECTION 2: IDENTIFICATION AND ELIGIBILITY

Title 1 Services and Funding:

In the Porter Township School Corporation, all children and youth who qualify for McKinney Vento services are automatically eligible for Title I, Part A services (Title I of the Elementary and Secondary Education Act, Sec. 1115(b)(2)(E); 20 U.S.C. 6315(b)(2)(E)). This automatic eligibility acknowledges that the experience of homelessness puts children and youth at significant risk of academic failure, regardless of their previous academic standing.

School Selection:

The Porter Township School Corporation will keep students in homeless situations in their school of origin, defined as the school attended when permanently housed or the school in which they were last enrolled, unless it is against the parent or guardian's wishes or unless it is determined to not be in the student's best educational interest. Students and youth who qualify for McKinney-Vento Services are eligible to remain in their school of origin for the entire duration they are homeless and until the end of any academic year in which they move into permanent housing.

Procedures to Identify and Verify Eligibility of McKinney-Vento Students: Every current, returning, and new student in the Porter Township School Corporation must complete enrollment at the appropriate school for the child's grade level. (Appendix A)

SECTION 3: SERVICES AND STANDARDS

Transportation:

Each Porter Township School Corporation child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected, including transportation services.

The Porter Township School Corporation will provide students and youth who qualify for McKinney-Vento Services with transportation to and from their school of origin at a parent or guardian's request. For unaccompanied youth, the Porter Township School Corporation will provide transportation to and from the school of origin at the request of the District McKinney Vento Liaison.

Students and youth who qualify for McKinney-Vento Services are eligible to receive these transportation services for the entire duration they are homeless.

****" School of Origin" is defined as the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.****

Food Services:

Each Porter Township School Corporation child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected, including school nutrition programs. Students and youth who qualify for McKinney Vento Services are eligible to receive free breakfast and lunch as offered by each school for the entire duration they are homeless.

Textbooks:

Each Porter Township School Corporation child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected, including access to instructional materials, assessments, and technology. Students and youth who qualify for McKinney-Vento Services are eligible to receive free textbooks as offered by each school for the entire duration they are homeless.

Academic Services & Standards:

Each Porter Township School Corporation child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected, including educational services for which the child or youth meets the eligibility criteria (Title I services, educational programs for children with disabilities, or students with limited English proficiency), and programs in vocational and technical education as available.

SECTION 4: ENROLLMENT**Enrollment Procedures:**

Any child or youth who claims to be homeless will be immediately enrolled in the Porter Township School Corporation even if they do not have the required documents, such as:

- school records
- medical records
- proof of residency
- guardianship papers or other documents

Enrolling schools must obtain school records from the previous school, and students must be enrolled in school while records are obtained.

The McKinney-Vento District Liaison will assist unaccompanied youth in choosing and enrolling in a school after considering the youth's wishes, informing the youth of their rights to transportation and assisting youth in accessing transportation, and informing the youth of their right to appeal to school or school district decisions. The McKinney-Vento District Liaison must ensure that unaccompanied youth are immediately enrolled in school pending the resolution of disputes that may arise over school enrollment or placement.

Unaccompanied youth have the right to:

- Remain in their school of origin
- Transportation to and from the school of origin
- Immediately enroll in a new school serving the area in which they are currently living even if they don't have typically required documents (e.g. proof of guardianship) · Equal access to programs and services such as gifted and talented education, special education, vocational education, and English Language Learner services

The Porter Township School Corporation shall remove any /all barriers to the enrollment and retention of children and youth in homeless situations. Students in homeless situations shall be free from segregation, isolation, and stigmatization.

****The term “enroll” is defined as attending classes and participating fully in school activities.****

****School of Origin is defined as the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.****

Appeal and Dispute Processes:

Suppose a dispute arises over school selection or enrollment in a school. In that case, the child or youth shall be immediately admitted to the school where enrollment is sought, pending the dispute resolution. The child, youth parent, or guardian shall be referred to the McKinney-Vento District Liaison, who shall carry out the dispute resolution process as expeditiously as possible following the enrollment disputes section of the McKinney-Vento Act as follows.

Work with the McKinney-Vento Liaisons to ensure that enrollment disputes are mediated following the enrollment disputes section of the McKinney-Vento Act as follows:

- the child or youth shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute;
- the parent or guardian of the child or youth shall be provided with a written explanation of the school’s decision regarding school selection or enrollment, including the rights of the parent, guardian, or youth to appeal
- the child, youth, parent, or guardian shall be referred to the McKinney-Vento District Liaison, who shall carry out the Dispute resolution process as expeditiously as possible after receiving notice of the dispute; and
- in the case of an unaccompanied youth, the McKinney-Vento District Liaison shall ensure that the youth is immediately enrolled in school pending the resolution of the dispute.

If a dispute arises over qualification for McKinney-Vento services, the child or youth shall receive all McKinney-Vento rights and services provided by the Porter Township School Corporation, pending dispute resolution. The child, youth parent, or guardian shall be referred to the McKinney-Vento District Liaison, who shall carry out the dispute resolution process as expeditiously as possible following the McKinney-Vento Act.

Work with the McKinney-Vento Liaisons to ensure that enrollment disputes are mediated following the enrollment disputes section of the McKinney- Vento Act as follows:

- the child or youth shall receive all McKinney-Vento rights and services, pending resolution of the dispute;
- the parent or guardian of the child or youth shall be provided with a written explanation of the school’s decision regarding school selection or enrollment, including the rights of the parent, guardian, or youth to appeal (Appendix B);
- the child, youth, parent, or guardian shall be referred to the McKinney-Vento District

Liaison, who shall carry out the Dispute resolution process as expeditiously as possible after receiving notice of the dispute; and

- in the case of an unaccompanied youth, the McKinney-Vento District Liaison shall ensure that the youth receives all McKinney-Vento rights and services pending the resolution of the dispute.

SECTION 5: PROFESSIONAL DEVELOPMENT

McKinney-Vento Professional Development Opportunities:

Professional development for the McKinney-Vento Homeless Assistance Act will be provided to all Porter Township School Corporation staff members via the Safe Schools portal.

District Website:

The Porter Township School Corporation Website will include a page that will be used to communicate McKinney-Vento information with students, parents, staff, and community members. Information will include:

- Contact information for the McKinney-Vento District Liaison
- Notice of Rights for McKinney-Vento Families
- Dispute Resolution Documents
- Link to McKinney-Vento Resources

SECTION 6: EDUCATIONAL STAFFING AND SUPPORT

McKinney-Vento District Liaison's Roles and Responsibilities:

The District McKinney-Vento Liaison will:

- Ensure that procedures are established and followed across the school district and provide each child or youth who qualifies for McKinney-Vento Services with a free and appropriate education;
- Work collaboratively with transportation and food services personnel to coordinate appropriate services for any child or youth who qualifies for McKinney-Vento Services;
 - Disseminate critical information concerning the rights of students in homeless situations to all schools;
- Plan and facilitate professional development regarding the McKinney-Vento Homeless Assistance Act to all staff responsible for identifying and working with students facing homeless situations; and
- Monitor all district data collection and reporting requirements on each child and youth who qualifies for McKinney-Vento services.

McKinney-Vento District Liaison:

Superintendent, PTSC

Superintendent@ptsc.k12.in.us

McKinney-Vento Building Level Liaison's Roles and Responsibilities:

Each school in Porter Township School Corporation will identify one staff member who will:

- Identify students that may be facing homeless situations;
- Monitor school attendance; and
- Ensure that building-level procedures are established and followed to provide each child and youth who qualifies for McKinney-Vento services with a free and appropriate education.

In each building, the building-level administrator will serve as the liaison. Contact information for each building-level administrator can be located on each school website.

APPENDIX A
McKinney-Vento Act Residency & Educational Rights Information
(Questionnaire must be completed for each student)

In Indiana, over 29,000 children experience homelessness each year. The McKinney-Vento Homeless Assistance Act was created to ensure the enrollment, attendance, and success of homeless children and youth in school.

The McKinney-Vento Act provides certain rights for homeless students. This includes waiving certain requirements such as proof of residency when students are enrolling and allowing eligibility for certain services, such as free textbooks.

When families and students transition due to their housing situation, they must know their rights regarding education. If students meet the requirements as stated in the McKinney-Vento Act (42 U.S.C 11431 et seq., Title VII, Subtitle B), their rights are as follows:

- Students may attend their school of origin or the school where they are temporarily residing.
- Students must be provided a written statement of their rights when they enroll and at least two additional times per year.
- Students may enroll without school, medical or similar records.
- Students have a right to transportation to school.
- Students must be provided a statement explaining why they are denied enrollment or other services.
- Students must receive services, such as transportation, while disputes are being settled.
- Students are automatically eligible for Title I services. *Educational services for which the homeless student meets eligibility criteria, including services provided under Title 1 of the Elementary and Secondary Education Act or similar State or local programs, educational programs for students with limited English proficiency.*

According to the U.S. Department of Education, people living in the following situations are considered homeless:

- Doubled up with family or friends due to loss of housing or economic hardship
- Living in motels and hotels for lack of other suitable housing
- Runaway and displaced children and youth
- Unaccompanied Youth
- Homes for unwed or expectant mothers for lack of a place to live
- Homeless and domestic violence shelters
- Transitional housing programs
- The streets
- Abandoned buildings
- Public places not meant for housing
- Cars, trailers (does not include mobile homes intended for permanent housing), and campgrounds
- Migratory children staying in housing not fit for habitation

Please complete the form on the reverse side of this document and return it to your school office. Questions may be directed to your Principal.

APPENDIX A

Porter Township School Corporation McKinney-Vento Residency Form

Student Name:

Date of Birth:

Grade Level:

The McKinney-Vento Homeless Assistance Act defines “homeless” as “individuals who lack a fixed, regular, and adequate nighttime residence.” This includes children who “are temporarily sharing the housing of other persons due to the loss of housing or economic hardship.”

Does not apply; student is not homeless

Please check one of the following statements if your family is experiencing temporary homelessness:

Living in a shelter, including transitional housing shelters. Please provide the name of the shelter and address.

Living on the streets, abandoned buildings, in cars, trailers, campgrounds, public places, housing not fit for habitation--Please provide information regarding area in which student is living:

Living in hotels/motels for lack of other suitable housing – Please list name and address of hotel/motel:

Doubled-up; temporarily living with family or friends due to lack of adequate housing or financial conditions. Please provide address of where student is living:

Please answer the following if you checked one of the four boxes above:

How long do you expect to be at this address?

Are you seeking permanent housing?

Date student moved to this address:

Is a parent living in the home with the student?

If no, with whom is student living? Relationship:

A McKinney-Vento Liaison representing the district may be in contact for clarification or bus transportation.

We have read the information provided & indicated our living circumstances above specific to the McKinney-Vento Act:

Parent/Guardian/Unaccompanied Youth Signature

Date

Office Use Only: Does Qualify under McKinney-Vento Act

Does NOT Qualify

McKinney-Vento Liaison/Appointee Signature

Date

NOTICE OF RIGHT TO APPEAL: APPENDIX B

Dear Parent:

Be advised that you have the right to appeal the decisions made by Porter Township School Corporation regarding your student's eligibility and enrollment under Title X, Part C of the McKinney Vento Homeless Assistance Act. Students involved in a McKinney Vento dispute process have the right to enroll immediately in the school of choice pending the resolution of the dispute. Immediate enrollment includes full participation in all school activities.

As the district's McKinney Vento Homeless Education Liaison designee, notification should be made to the Superintendent of the Porter Township School Corporation in writing within ten business days of receipt of this letter if you want to appeal the district's decision outlined above.

Attached you will find an appeal form that you can use for this notification. If we cannot reach a resolution at the district level, the dispute will be moved to the state level for final resolution, facilitated by the Indiana Department of Education's (IDOE) State Coordinator for the McKinney Vento Act. State Coordinator Deepali Jani can be reached by phone at 317-233-3372 or 317-460-1340 via email at: djani@doe.in.gov.

Attached you will find a copy of Indiana's McKinney Vento Dispute Resolution Process that provides additional details on the state's McKinney Vento dispute and appeals process, including key timelines.

Feel free to contact me if you have questions on this decision or the McKinney Vento dispute or appeal process.

Attachments:

http://www.doe.in.gov/student_services/dispute_resolution

Sincerely,

Stacey Schmidt
Superintendent