

The LEA should upload a blank copy of the planning document they use to document their plan to serve students experiencing homelessness. It should be clear that there is only one form per student and that the plan can be individualized to that student's needs. At a minimum, the form should include student information such as name, date of birth, and grade level, caregiver information, date of the plan, academic, basic, health, and transportation needs, support service referrals and/or services provided, and other relevant information such as dispute resolutions in progress or the outcome of such disputes, academic progress, attendance, etc.

SAMPLE SCHOOL DISTRICT MCKINNEY-VENTO STUDENT DATA FORM

Name of Student _____

Parent/Guardian _____

Check any that apply: Special Education Bilingual/ELL Migrant

School _____ Grade _____

Date of Birth _____ Gender: Male Female

Current Address _____ City: _____

State _____ Zip _____

Phone _____

Check **ONE**: Student is living with parent(s)/guardian(s) **OR** is an unaccompanied youth

Family/unaccompanied youth lives
with _____

Names and ages of other children in the family:

School-age

Pre-school children

Do you need assistance enrolling your child in a pre-school program? Yes No

My signature indicates that the above information is true and correct to the best of my knowledge. I understand that intentional misrepresentation of the information may be punishable under State and Federal laws.

Parent/guardian/unaccompanied youth _____

Date _____

SIGNATURE, IF AVAILABLE

THE FOLLOWING FIVE SECTIONS ARE TO BE COMPLETED BY THE DISTRICT LIAISON

1. Identification

Under McKinney-Vento (sec.25), homeless children and youth are defined as “individuals who lack a fixed, regular, and adequate night-time residence.” The term includes children and youth who: *(please check the option below that most closely describes this student’s situation)*

Share the housing of other persons due to the loss of housing, economic hardship, or a similar reason (this includes children and youth living doubled-up with family or friends);

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; (Shelter name _____)

Are abandoned in hospitals;

Have a primary night-time residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;

Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings;

Migratory children who qualify as homeless because they are living in circumstances described above.

2. School Placement

Students identified as homeless have the right to attend the public school that he/she attended prior to becoming homeless or the last public school he/she attended (school of origin), if feasible and when it is in the student's best interest.

Please check one of the boxes below:

It is in the best interest of the child to attend the public school of origin.
Transportation may be provided.

The student is unable to continue at the public school of origin. It is in the best interest of the child to enroll in a public school serving his/her temporary residence.

A Best Interest Determination meeting was held. Date _____

3. Transportation

How will the student get to school? *Check one:*

Walk

Bus/ Van arranged by school

Other _____

4. Services -----*Check all that apply:*

Free breakfast and lunch through the end of the school year

Tutoring services

School supplies/books

Enrollment assistance

Waiver of school/co-curricular fees

Assistance in obtaining records

Information and referral assistance (school, medical, immunization, etc) for basic needs and community

Enrollment in before and after school programs resources

Other _____

Other _____

Other _____

5. Child Find Responsibility

Parent is concerned that this student has a disability Yes No

Action taken:

District Screening indicate that this student may have a disability Yes No

Action taken:

The Student is Act I eligible and has been referred to administration Yes No

The Student has been referred to school supports, i.e. SAP Yes No

Other Information

The Student is involved in a dispute over McKinney-Vento eligibility, school placement or transportation Yes No

Result of dispute _____

Please list additional plan for service to student/family:

Homeless Liaison Signature _____

Date _____

The parent/guardian/adult caretaker or unaccompanied youth must be provided with a copy of the "Rights under McKinney-Vento".