

10 Duties of an LEA Liaison – Self Assessment

Rating scale:

1. I've got this!
2. I can figure this out with a little research/outreach.
3. It would help me to have a thinking partner or a mentor to guide me.
4. Assistance from the State Coordinator would be helpful for me.
5. I didn't even realize this needed to be done, and I need to figure out where to start.

A homeless liaison must ensure the following:

	homeless children and youth (HCY) are identified by school personnel through outreach and coordination with other agencies;
	HCY are enrolled in and have a full and equal opportunity to succeed in school;
	homeless families and HCY have access to and receive educational services for which they are eligible;
	homeless families and HCY receive referrals to health care services, dental services, mental health and substance abuse services, housing services, etc.
	parents or guardians of HCY are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in their education;
	public notice of the educational rights is disseminated in locations frequented by parents, guardians, and UHY, in a manner and form understandable to them;
	Eligibility and enrollment disputes are mediated ;
	parents, guardians, and UHY are informed of all transportation services , including transportation to the school of origin;
	school personnel receive professional development and other support;
	UHY are enrolled in school, have opportunities to meet the same academic standards established for other students, are informed of their status as independent students, and are assisted to receive verification of their status for completing the Free Application for Federal Student Aid (FAFSA).

NCHE's Homeless Liaison Toolkit, Chapter 2 <https://nche.ed.gov/homeless-liaison-toolkit/>