Enrollment and Identification of Students Experiencing Homelessness

Kristine Nadolski and Karen Rice

Department of Public Instruction

October 30, 2019

WISCONSIN DEPARTMENT OF
PUBLIC INSTRUCTION
Carolyn Stanford Taylor, State Superintendent

Using Microsoft Teams

- We will mute everyone while we are presenting, please do not unmute yourself.
- If you have a camera on your computer please turn off the video by moving your mouse over the screen and clicking on the camera icon. It should show a line through the camera.
- To be able to use the chat function, click on the chat bubble on your screen to have the chat pop up on the right side of the screen.
- You can enter full screen by clicking on the three dots and choosing Enter Full Screen.
- We are recording the webinar.
- Feel free to enter questions into the chat at any time. We will answer at the end as time allows.
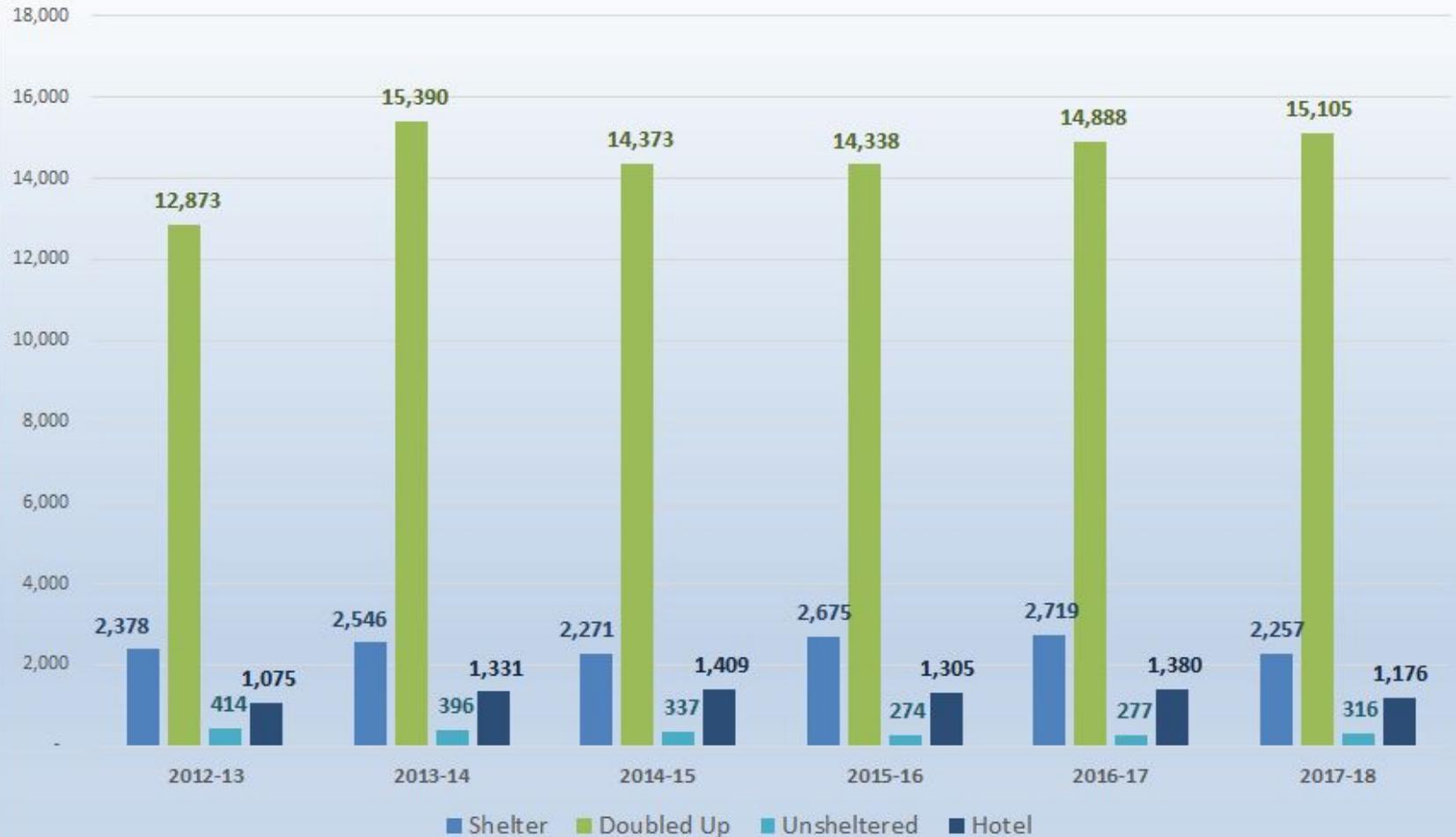
Learning Outcomes

- Understand McKinney-Vento requirements around identification and enrollment of students experiencing homelessness

- Learn strategies to enhance your work with students experiencing homelessness

- Learn best practices from a school district

Homeless Student Enrollment in Wisconsin 2003-2018

Homeless Student Nighttime Residence Data 2012-2018

	Shelter	Doubled Up	Unsheltered	Hotel
2012-13	2,378	12,873	414	1,075
2013-14	2,546	15,390	396	1,331
2014-15	2,271	14,373	337	1,409
2015-16	2,675	14,338	274	1,305
2016-17	2,719	14,888	277	1,380
2017-18	2,257	15,105	316	1,176

Total Unaccompanied Youth Enrollment 2012-2018

Youth Risk Behavior Survey (YRBS) Data

- In 2017, YRBS included two questions on homelessness
  - WI used these questions in 2017, but not the 2019 YRBS
- 4.9% of students surveyed (including in WI) experienced homelessness

- Public schools reported only 2.57%

- Public schools are identifying only slightly more than half of students experiencing homelessness

- WI named as under-identifying

SchoolHouse Connection YRBS webinar

SchoolHouse Connection Article

Homelessness Defined

Under McKinney-Vento, the term "homeless" children and youth means:

"Children who lack a fixed, regular, and adequate nighttime residence."

What exactly is a fixed, regular, and adequate nighttime residence?

Fixed, Regular, and Adequate

- **Fixed:**
  - Stationary, permanent, not subject to change
- **Regular:**
  - Used on a predictable, routine, consistent basis
  - Consider the relative permanence
- **Adequate:**
  - Lawfully and reasonably sufficient
  - Sufficient for meeting the physical and psychological needs typically met in a home environment

Can the student go to the **SAME PLACE** (fixed) **EVERY NIGHT** (regular) to sleep in a **SAFE AND SUFFICIENT SPACE** (adequate)?

Eligibility

- Sharing the housing of others <u>due to loss of housing, economic hardship, or similar reason</u> (sometimes referred to as doubled-up)
- Living in motels, hotels, trailer parks, campgrounds due to lack of adequate alternative accommodations
- Living in emergency or transitional shelters
- Living in a public or private place not designed for ordinary use as a regular sleeping accommodation for humans (cars, parks, bus or train stations, abandoned buildings, substandard housing, etc.).
- Children from migratory families who qualify as homeless because they are living in circumstances described above.
- Unaccompanied youth living in the above circumstances

Understanding Doubled Up

Sharing housing with others...
- ○ due to loss of housing OR
- ○ economic hardship OR
- ○ similar reason

[National Center for Homeless Education (NCHE) Understanding Doubled Up Webinar](#)

DOUBLED UP

Due to loss of housing, economic hardship, or a similar reason

Mutual decision made to live together for mutual benefit
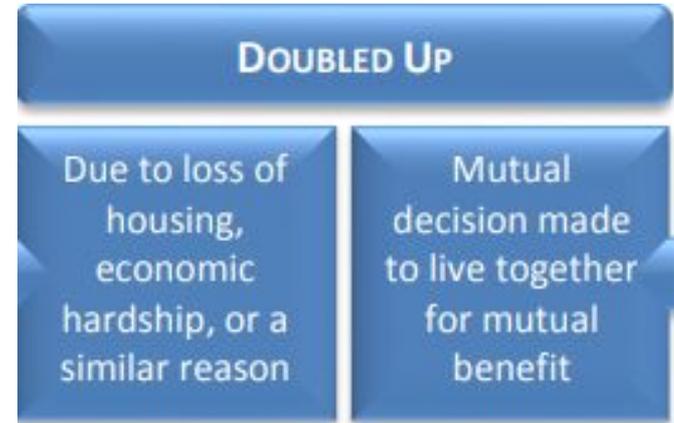
Sharing the Housing of Others

- Implies that the child or youth is staying in someone else's residence
- Clarifying questions:
  - Does the family or youth have any legal right to be in the home?
  - Can the family or youth be asked to leave at any time with no legal recourse?

Due to Loss of Housing

- Implies that the student has no personal housing available
- Clarifying questions: Did the family or youth lose previous housing due to:
    - An eviction or foreclosure?
    - Destruction of, or damage, to the previous home?
    - Unhealthy or unsafe conditions?
    - Domestic violence?
    - Abuse or neglect?
    - The absence of a parent or guardian due to abandonment, parental incarceration, or a similar reason?

Due to Economic Hardship

- Implies that limited financial resources have forced the family or youth to leave the personal residence and share housing due to an inability to pay the rent/mortgage and other bills
- Clarifying question:
  - Did economic hardship due to an accident or illness, loss of employment, loss of public benefits, or a similar reason force the family or youth to share the housing of others temporarily?

Hotels/Motels

HOTELS, MOTELS, TRAILER PARKS, CAMPGROUNDS

Due to lack of adequate alternative accommodations

Due to family choice; e.g., when a permanently housed parent accepts a new job and the family stays temporarily in a hotel, RV, etc. until they obtain new, permanent housing

Transitional Living Programs

- Not all are automatically McKinney-Vento eligible situations

- Has to be time limited, with case management and a housing subsidy

How do I know?

Ask questions!

Sample Questions for Information Gathering

Flow Chart

Identification Strategies

- Avoid using the word "homeless" with school personnel, families, or youth.

- Provide awareness activities for school staff (registrars, secretaries, counselors, nurses, teachers, tutors, bus drivers, security officers, dropout prevention specialists, attendance officers, administrators, etc.).
  - https://www.schoolhouseconnection.org/learn/webinars/upcoming-webinars/
  - https://nche.ed.gov/web/online_tr.php

- Post outreach materials and posters in all schools, and where there is a frequent influx of low-income families and youth in high-risk situations, including: motels, campgrounds, libraries, health centers, and youth services.
  - https://nche.ed.gov/downloads/

Identification Strategies (continued)

- Coordinate with community service agencies such as shelters, soup kitchens, law enforcement, legal aid, public assistance and housing agencies, mental health agencies and public health departments.

- Coordinate with youth-serving agencies such as drop-in centers, street outreach, child welfare, juvenile courts, teen parent programs, and LGBTQ youth organizations.

- Make special efforts to identify preschool children, including asking about siblings of school-aged children.

- Use enrollment forms to inquire about living situations.

  http://dpi.wi.gov/homeless/forms

School of Origin and Residence

- School of origin: school that child or youth attended when permanently housed or last enrolled.

- School of residence: school in the local attendance area where the child or youth is staying.

School Enrollment

When remaining in the school of origin is not in the student's best interest, or what the parent, guardian, or youth requests:

Students eligible under McKinney-Vento are entitled to immediate enrollment in any public school that students living in the same attendance area are eligible to attend, even if:

- Students do not have required documents, such as school records, records of immunization and other required health records, proof of residency, guardianship, or other documents; or
- Students have missed application or enrollment deadlines during any period of homelessness.

Enrollment of Unaccompanied Youth

- Immediate enrollment applies, even without parent or guardian.

  - Youth self-enrollment; caregiver forms

  - [Resources](#)

- Liaisons must help unaccompanied youth choose and enroll in a school, give priority to the youth's wishes, and inform the youth of his or her appeal rights.

- School personnel (administrators, teachers, attendance officers, enrollment personnel) must be made aware of the specific needs of runaway and homeless youth.

Enrollment in Preschool

- States must ensure that children experiencing homelessness have access to public preschool programs administered by the State Education Agency (SEA) or LEAs.

- Preschools are included in the school of origin definition.

- Liaisons must ensure access to Head Start, early intervention [Individuals with Disabilities Education Act (IDEA) Part C], and other preschool programs administered by the LEA.

Preschool Enrollment— Strategies

- Facilitate enrollment: include homelessness in needs assessments and priorities; put families eligible under McKinney-Vento at the top of waiting lists; provide enrollment forms on-site at shelters and motels.

- Expedite records by working together: joint release forms; share records within a family.

- Develop joint/streamlined procedures and forms: joint intake forms; provide uninterrupted services as children move.

- Work with families and providers to meet school of origin and comparable transportation requirements appropriately for young children.

- Cross-train preschool, school, and service providers.

Eau Claire Area School District

Dani Claesges

Homeless Coordinator

dclaesges@ecasd.us

Audra Connell
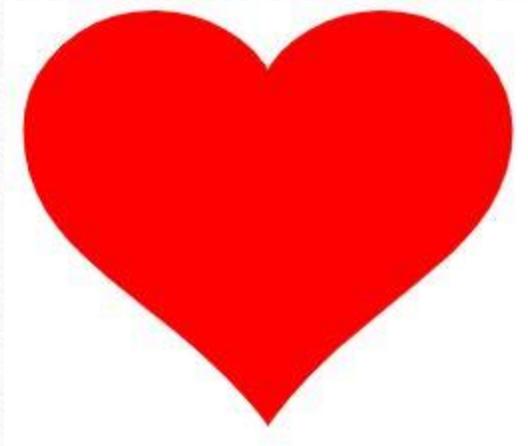
Centralized Enrollment

McKinney-Vento
Enrollment
&
Identification

EAU CLAIRE AREA
SCHOOL DISTRICT

Dani Claesges – Homeless Program coordinator

Audra Connell - Central Enrollment Secretary

Thank You For All You Do

Barriers to Enrollment for Families & Students

- Knowing Their Rights (Myths: documentation, proof of residence, unaccompanied youth, undocumented, etc.)

- Friendly, Welcoming & Knowledgeable Environment (we're a resource, not a barrier - a positive experience)

- Transportation

- Family Availability During Office Hours

- Communication Options (phone calls, email, texting, etc.)

- Technology To Access

- Address Or Location (confidential or unsheltered – use central office address and hand deliver mail address)

- School Determination

- Other Agencies Knowledge of Enrollment Process
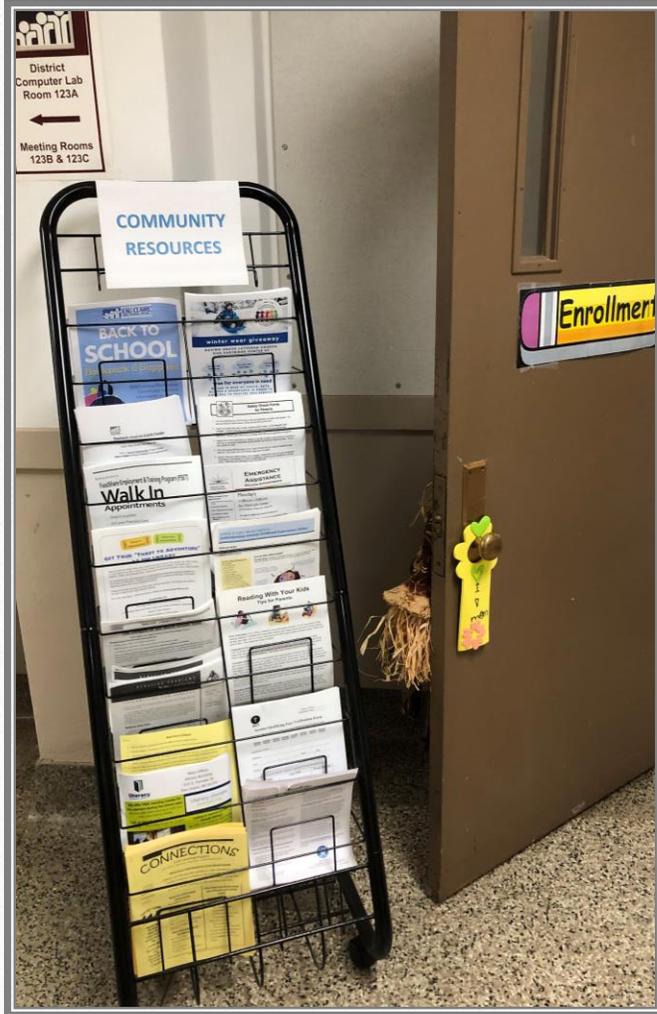
During Enrollment

Friendly, Knowledgeable & Welcoming Environment

(staff recognize McKinney-Vento homeless situations, school and community information available, computers and play area)

Enrollment Area

Enrollment Area

Enrollment Goodies
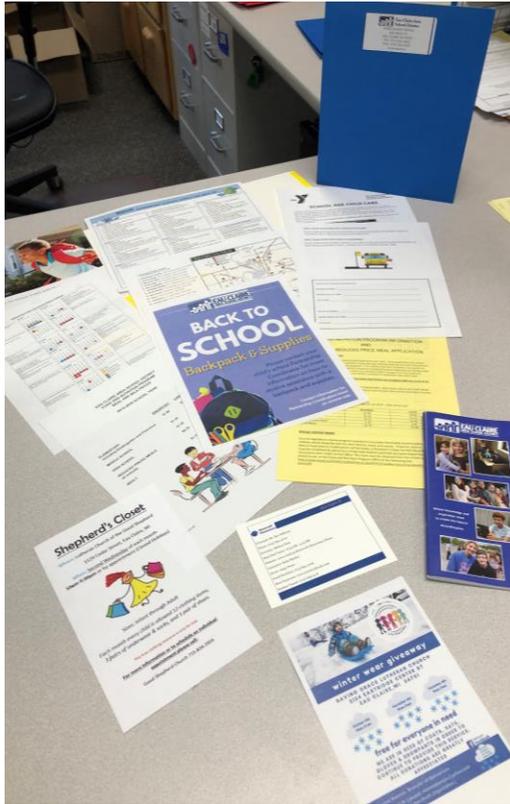
Enrollment Folder

- Provides name & number of contacts at the school (including counselor)
- Next steps – how to set up busing, lunch accounts, school-aged childcare
- The ultimate goal is for the families to leave the office with the knowledge that someone cares, their kids are safe, and they're confident in what steps they can take to ensure their child is connected with the learning environment quickly.

Enrollment Goodies

Meadowview Elementary

4714 Fairfax St

Principal: Mr. Kurt Madsen

Phone: (715) 852-4000

Scheduling Secretary: Francine Clark

Start/End Times: 8:10 AM—3:10 PM

Website: www.ecasd.us/Meadowview-Elementary/Home

Counselor: Randy Richter

Nurse: Kristen Truscott

Food/Nutrition: (715) 852-4006

Meal Payments: www.myschoolbucks.com

Student Transit: (715) 839-5116

#ECASDinspires

Eau Claire Area School District: www.ecasd.us

I need to bring to school

__ Vaccination Info/Birth cert
__ Medication Consent Form
__ Legal Documentation
__ Diet Modification Form
__ Other:

Appointment Information

Date: _____/_____/_____

Time: _____

With: _____

ECASD Enrollment

School Year: Mon—Fri 8:00AM—4:30PM

Summer: Mon—Thurs 7:00AM—5:00PM

Phone: (715) 852-3063

Fax: (715) 852-3057

Email: enrollment@ecasd.us

Skyward Family Access

Username: _____

Password: _____

#ECASDinspires

Enrollment & Family Services
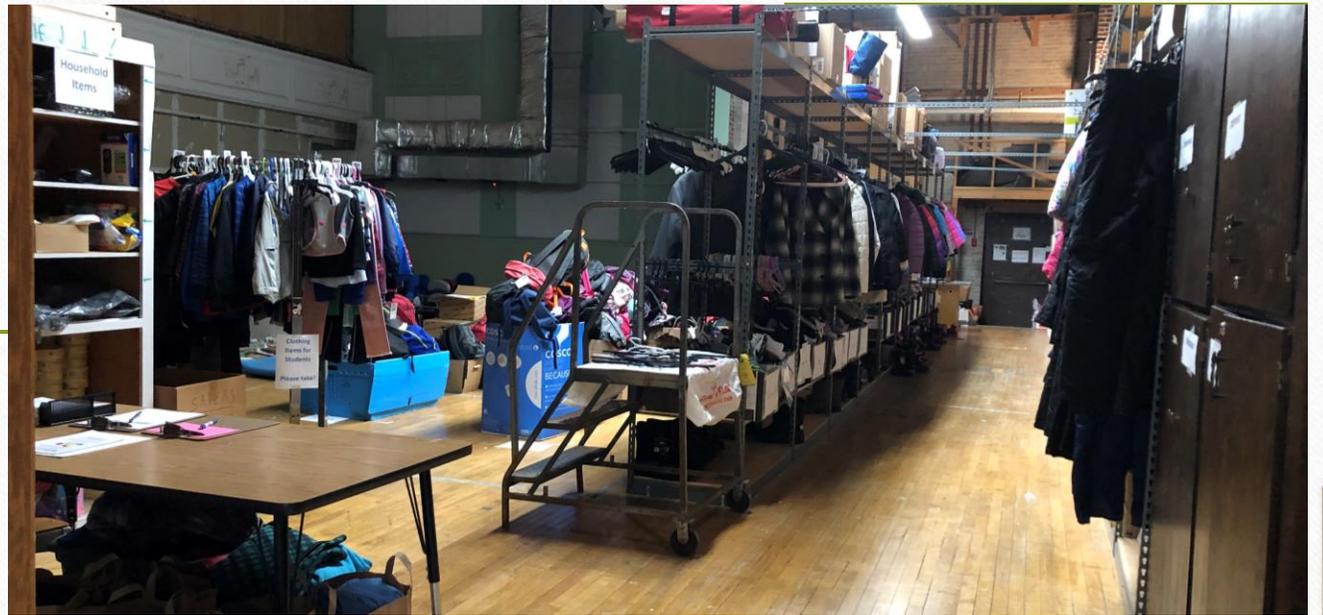
Staff Access
(Family Services office is in close proximity to Enrollment)

Enrollment & Family Services

Immediate Resources

- Packed backpacks with exact school supplies
- ECASD closet

Enrollment & Family Services

After Enrollment

An email notification of enrollment sent to designated school staff, including counselor and McKinney-Vento Program Coordinator. Homeless determination may be made at this point if not sooner.

Ongoing support through the school counselor using the ECASD Closet, the McKinney-Vento Program Coordinator and area resources

Details of homeless situation(s) recorded in private document in Skyward (only viewable by counselors and McKinney-Vento Program Coordinator)

Multi-school counselor collaboration to serve families

Identification Resources

- WI DPI: https://dpi.wi.gov/homeless/guidance#Eligibility%20Identification

- National Center for Homeless Education (NCHE)
  - Determining Eligibility Brief: https://nche.ed.gov/wp-content/uploads/2018/10/det_elig.pdf
  - Eligibility Flowchart: https://naehcy.org/wp-content/uploads/2018/01/Eligibility-Flowchart-Update-2017.pdf

Dani Claesges
dclaesges@ecasd.us

Audra Connell
aconnell@ecasd.us

Resources

Sample enrollment

form links

https://dpi.wi.gov/homeless/forms

Forms for District Internal Recordkeeping Purposes

Homeless Student Identification Form for local use 📄
(Fillable PDF) Homeless Student Identification Form for local use 📄

Identification and Transportation for Students 📄
Middleton-Cross Plains Area School District

Family Data Sheet 📄
Ashwaubenon School District

Self-identification forms (for use during enrollment with families/students)

Families in Transition Questionnaire - English 📄 and Spanish 📄
Racine Unified School District

Eligibility Form/Residency Questionnaire 📄
Middleton-Cross Plains Area School District

McKinney-Vento Voluntary Survey 📄
Montello School District

Resources

[NCHE Determining Eligibility Brief](#)

[NCHE Confirming Eligibility Brief](#)

Contact Us

Kristine Nadolski

Kristine.Nadolski@dpi.wi.gov

Karen Rice

Karen.Rice@dpi.wi.gov

Please complete our evaluation!

https://forms.gle/c6taZkUPmX5Cs4e56