

**Capital Area School for the Arts  
Charter School**

SECTION: PUPILS

TITLE: HOMELESS STUDENTS

ADOPTED: JUNE 9, 2014

REVISED: JANUARY 22, 2019

251. HOMELESS STUDENTS	
<p>1. Authority 42 U.S.C. Sec. 11431 et seq 24 P.S. 1306 22 PA Code 11.18</p>	<p>The Board recognizes the need to promptly identify homeless children and youths within the school, facilitate their immediate enrollment, and eliminate existing barriers to their attendance and education, in compliance with federal and state law and regulations.</p>
<p>34 CFR 299.19</p>	<p>The Board shall ensure that homeless children and youths have equal access to the same educational programs and services provided to other students.</p>
<p>42 U.S.C. Sec. 11431 et seq</p>	<p>The Board, authorizes the CEO/Principal to waive school policies, procedures and administrative regulations that create barriers to the identification, enrollment, attendance, transportation, school stability and success in school of homeless children and youths.</p>
<p>42 U.S.C. Sec. 11431, 11432</p>	<p>It is the policy of the Board that no student shall be discriminated against, segregated or stigmatized based on his/her homeless status.</p>
<p>2. Definitions 42 U.S.C. Sec. 11434a</p>	<p>Enroll or enrollment means attending classes and participating fully in school activities.</p>
<p>42 U.S.C. Sec. 11434a 34 CRF 200.30</p>	<p>Homeless children and youth means individuals who lack a fixed, regular and adequate nighttime residence, and includes:</p> <ol style="list-style-type: none"> <li>1. Children and youths who are:               <ol style="list-style-type: none"> <li>a. Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;</li> <li>b. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations;</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>c. Living in emergency, transitional or domestic violence shelters; or</li> <li>d. Abandoned in hospitals.</li> </ul> <ol style="list-style-type: none"> <li>2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;</li> <li>3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings;</li> <li>4. Migratory children who qualify as homeless because they are living in circumstances described above; and</li> <li>5. School-aged parents living in houses for school-aged parents if they have no other available living accommodations.</li> </ol>
<p>42 U.S.C. Sec. 11432</p>	<p>School of origin is the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.</p>
	<p>Unaccompanied youth means a homeless child or youth not in the physical custody of a parent or guardian. This includes youth who have run away from home; been abandoned or forced out of home by a parent, guardian or other caretaker; or separated from a parent or guardian for any other reason.</p>
<p>42 U.S.C. Sec. 11434a</p>	
<p>3. Delegation of Responsibility 42 U.S.C. Sec. 11432</p>	<p>The Board designates the CEO/Principal or his designee to serve as the school's liaison for homeless children and youths.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>The school's liaison shall ensure outreach and coordinate with:</p>
	<ol style="list-style-type: none"> <li>1. Local social service agencies and other entities that provide services to homeless children and youth and families.</li> <li>2. Other schools on issues of prompt identification, transfer of records, transportation and other activities.</li> </ol>
<p>Pol. 103.1, 113</p>	<ol style="list-style-type: none"> <li>3. School staff responsible for the provision of services under Section 504 of the Rehabilitation Act and the Individuals with Disabilities Education Act.</li> <li>4. State and local housing agencies responsible for comprehensive housing</li> </ol>

	<p>affordability strategies.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>If applicable, the school's liaison shall ensure that public notice of the educational rights of homeless children and youths is disseminated in locations frequented by parents/guardians of homeless children and youths, and unaccompanied youths, including schools, shelters, public libraries, and soup kitchens. Such notice shall be provided in a manner and form understandable to the parents/guardians of homeless children and youths, and unaccompanied youths.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>The school's liaison shall provide reliable, valid and comprehensive data to the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program in accordance with federal and state laws and regulations.</p>
<p>4. Guidelines 42 U.S.C. Sec. 11431</p>	<p><u>Enrollment/Placement</u></p> <p>Best Interest Determination –</p> <p>In determining the best interest of a child or youth, the school shall:</p>
<p>42 U.S.C. Sec. 11432</p>	<p>1. Presume that keeping the child or youth in the school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the parent/guardian or unaccompanied youth.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>2. Consider student-centered factors related to impact of mobility on achievement, education, health and safety, giving priority to the request of the parent/guardian or unaccompanied youth.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>3. If, after such consideration, the school determines that it is not in the child's or youth's best interest to attend the school of origin or the school requested by the parent/guardian or unaccompanied youth, the school shall provide the parent/guardian or unaccompanied youth with a written explanation of the reasons for its determination. The explanation shall be in a manner and form understandable to the parent/guardian or unaccompanied youth and shall include information regarding the right to appeal.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>Placement -</p> <p>In accordance with the child's or youth's best interest, the school shall continue to enroll a homeless student in his/her school of origin while s/he remains homeless and through the end of the academic year in which s/he obtains permanent housing.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>Parents/Guardians of a homeless student may request enrollment in the school in the attendance area where the student is actually living or other schools.</p>

<p>42 U.S.C. Sec. 11432</p>	<p>The school's liaison shall assist an unaccompanied youth in placement or enrollment decisions, giving priority to the views of the student in determining where s/he will be enrolled.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>The school shall provide the parent/guardian or unaccompanied youth with a written explanation of any school decision related to school selection or placement, including the right to appeal.</p>
<p>42 U.S.C. Sec. 11431 et seq Pol. 200, 201, 203, 204, 209, 216</p>	<p>Enrollment -</p> <p>The selected school shall immediately enroll the student and begin instruction, even if:</p> <ol style="list-style-type: none"> <li>1. The student is unable to produce records normally required for enrollment.</li> </ol>
<p>42 U.S.C. Sec. 11432 Pol. 200</p>	<ol style="list-style-type: none"> <li>2. The application or enrollment deadline has passed during any period of homelessness.</li> </ol>
<p>42 U.S.C. Sec. 11432 Pol. 200, 201 203, 204, 209, 216</p>	<p>The school's liaison shall immediately contact the school last attended by the child or youth to obtain relevant academic or other records.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>The school may require a parent/guardian to submit contact information.</p>
<p>42 U.S.C. Sec. 11432 Pol. 206</p>	<p>Assignment –</p> <p>If the school is unable to determine the student's grade level due to missing or incomplete records, the school shall administer tests or utilize appropriate means to determine the student's assignment within the school.</p>
	<p>Dispute Resolution -</p> <p>If a dispute arises over eligibility, enrollment or school selection:</p> <ol style="list-style-type: none"> <li>1. The parent/guardian or unaccompanied youth shall be referred to the school's liaison, who shall assist in the dispute resolution process.</li> </ol>

	<ol style="list-style-type: none"> <li>2. The student shall be immediately enrolled in the school in which enrollment is sought, pending final resolution of the dispute including all available appeals.</li> <li>3. The school’s liaison shall issue a written decision within twenty (20) business days of being notified of the dispute.</li> </ol> <p>A parent/guardian or unaccompanied youth may appeal a school’s written decision or file a complaint with the Coordinator of Pennsylvania’s Education for Children and Youth Experiencing Homelessness Program.</p>
<p>Pol. 216</p>	<p><u>Education Records</u></p> <p>Information about a homeless child’s or youth’s living situation shall be treated as a student education record subject to the protections of the Family Educational Rights and Privacy Act (FERPA), and shall not be deemed to be directory information.</p>
<p>24 P.S. 1306 42 U.S.C. Sec. 11432</p>	<p><u>Comparable Services</u></p> <p>Homeless students shall be provided services comparable to those offered to other district students including, but not limited to:</p>
<p>Pol. 810</p>	<ol style="list-style-type: none"> <li>1. Transportation services.</li> </ol>
<p>Pol. 808</p>	<ol style="list-style-type: none"> <li>2. School nutrition programs.</li> </ol>
<p>Pol. 115</p>	<ol style="list-style-type: none"> <li>3. Career and technical education.</li> </ol>
	<ol style="list-style-type: none"> <li>4. Preschool programs.</li> </ol>
	<ol style="list-style-type: none"> <li>5. Education programs for which the homeless student meets the eligibility criteria, such as:</li> </ol>
<p>Pol. 918</p>	<ol style="list-style-type: none"> <li>a. Services provided under Title I or similar state or local programs.</li> </ol>
<p>Pol. 138</p>	<ol style="list-style-type: none"> <li>b. Programs for English Language Learners.</li> </ol>
<p>Pol. 113</p>	<ol style="list-style-type: none"> <li>c. Programs for students with disabilities.</li> </ol>
<p>Pol. 114</p>	<ol style="list-style-type: none"> <li>d. Programs for gifted and talented students.</li> </ol>
	<p><u>Transportation</u></p>
<p>24 P.S. 1306</p>	<p>The district of origin shall provide transportation for homeless students to the school</p>

<p>42 U.S.C. Sec. 11432 Pol. 810</p>	<p>of origin or the school they choose to attend if the district normally provides transportation to the Charter School.</p>
<p>42 U.S.C. Sec. 11432</p>	<p><u>Training</u></p>
<p>42 U.S.C. Sec. 11432</p>	<p>The school’s liaison shall participate in professional development programs and other technical assistance activities offered by the Coordinator of Pennsylvania’s Education for Children and Youth Experiencing Homelessness Program.</p> <p>The school’s liaison shall arrange professional development programs for school staff, including office staff.</p>
<p>42 U.S.C. Sec. 11432</p>	<p>School personnel providing services to homeless children and youths, including school enrollment staff, shall receive professional development and support to:</p>
<p>42 U.S.C. Sec. 11432</p>	<ol style="list-style-type: none"> <li>1. Improve identification of homeless children and youths and unaccompanied youths;</li> </ol>
<p>42 U.S.C. Sec. 11432</p>	<ol style="list-style-type: none"> <li>2. Understand the rights of such children, including requirements for immediate enrollment and transportation; and</li> </ol>
<p>42 U.S.C. Sec. 11432</p>	<ol style="list-style-type: none"> <li>3. Heighten the awareness of, and capacity to respond to, the educational needs of such children.</li> </ol>
<p>References: Board Policy 103.1, 113, 114, 115, 138, 146, 200, 201, 203, 204, 206, 209, 216, 808, 810, 918</p>	<p>24 P.S. 1306 22 PA Code Sec. 11.18, Sec. 403.1 20 U.S.C. 1232g 20 U.S.C. 6301 et seq 42 U.S.C. 11431 et seq, 11431, 11432, 11434a 34 CFR 200.30, 299.19 34 CFR Part 99 67 Fed. Reg.10698 PA Education for Homeless Children and Youth State Plan</p>