

*2011—2012 HOMELESS EDUCATION DIRECTORY
AND RESOURCE GUIDE*

Targeting Awareness
and Education of
Homeless Children and Youth



DELAWARE DEPARTMENT OF EDUCATION

TABLE OF CONTENTS

Delaware Homeless Children's Initiative	1
Overview	3
Eligibility	3
Frequently Asked Questions	4
Contact For Guidance?	6
District and Charter School Homeless Education Liaisons	7-9
Emergency and Transitional Housing Services	10
Dept. of Health & Social Services: State Service Centers	11
Early Childhood Assistance Programs: ECAP, EHS and HS	13-15
Appendix A: Guidance for Schools Working with Homeless	17-24
Appendix B: Title 14, 901: Education of Homeless Children/Youth.....	26-29
Appendix C: Foster Care: House Bill No. 279	31
Appendix D: Homeless Data	33
Appendix E: Feasibility of School Placement	35-37

FREQUENTLY ASKED QUESTIONS

To whom should I speak about the education and needs of homeless children in my school district?

Each school district in Delaware has someone designated as a homeless contact. You may call on this individual for assistance as needed.

To whom does the McKinney Act's Education Provision apply?

The provision applies to all homeless children and youth who are guaranteed a free and appropriate public education. Homeless children and youth include those living with or without their parents in a shelter (e.g. temporary family shelter, domestic violence shelter, runaway shelter), transitional housing, hotel or motel, campground, cars, or on the street. Also included are those children and youth temporarily living with relatives or friends (with or without their parents) because they do not have a fixed, regular, safe and adequate residence, and children in foster care.

In Delaware, based on the best interest of the student, homeless students have the right to attend either:

- a. the school of origin or
- b. the school serving the attendance area in which the homeless student is actually living.

The choice is open to students who become homeless during the school year, for the remainder of that school year; and, to students who become homeless during the summer, for the following school year. Since there is no maximum time for being homeless, a Best Interest meeting must be conducted at the end of a school year for students who still meet the criteria. The meeting will determine which school will be attended for the next school year.

NOTE: Federal law defines school of origin as "the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled."



In Delaware, who makes the final decision concerning what school a homeless student will attend?

The local educational agency (LEA) of each homeless child or youth shall make placement arrangements according to the child's or youth's best interest. In determining the best interests of the child or youth, the LEA shall comply, to the extent feasible, with the request made by a parent or guardian regarding school selection. The choice regarding placement shall be made regardless of whether the child or youth lives with the homeless parents or has been temporarily placed elsewhere by the parents. If the parent disagrees with the decision, the child will attend the school of origin or the new school of attendance whichever the parent has selected until a Dispute Resolution has taken place.

Can a school require proof of residency that might prevent or delay the enrollment of a homeless student?

No. The federal law requires that all homeless children and youth, including homeless preschoolers, be provided access to a free and appropriate public education. "Residence", traditionally equated with "domicile" (home), does not apply where homeless children and youth are concerned. They are presently unable to establish "homes" on a permanent basis.

Many homeless students arrive at a new school without any records. Can these children start in the new school before their records arrive?

Yes. Lack of school records will not prevent a homeless student from enrolling in the new school. A student's immunization records can be transferred over the phone from the school nurse of the sending school to the school nurse of the receiving school. Written confirmation should follow within 30 days. A child shall be enrolled pending verbal or written confirmation of immunization recording or an appointment to receive needed immunizations. Health records, academic records, and records regarding specific program eligibility (e.g. school meals, special services, etc.) should be transferred according to local procedures. Please refer to the DDOE Memo, dated May 13, 2008. Homeless students do not need to wait until these records arrive to attend the new school. It is recommended that LEAs develop a policy of sharing records that is consistent with the manner in which they would like to receive records, and that would facilitate timely enrollment and placement decisions.

If a homeless child is living in one district or attendance area and attending school in another district or attendance area, how do schools in Delaware provide transportation?

Insofar as it is feasible, transportation for homeless children is integrated with regular transportation services. When it is in the child's best interest to attend school in the original attendance area, the district of origin will provide transportation and file for reimbursement from DDOE.



Whom should you contact for guidance?

Further information on Delaware policies regarding the education of homeless children and youth is available through:

Delaware Department of Education

Attn: Dennis Rozumalski, Education Associate
School Support Services Group
401 Federal Street, Suite 2
Dover, DE 19901

Telephone (302) 735-4060

Fax: (302) 739-6397

Email: drozumalski@doe.k12.de.us

DOE Website for McKinney Vento Homeless Assistance Act and Resources:

<http://www.doe.k12.de.us/infosuites/staff/fedstprog/TitleVIIMcKinney/McKinneyVentoHomelessAssis.shtml>

DOE Website for Student Services and Special Populations:

http://www.doe.k12.de.us/infosuites/ddoe/aboutdoe/workgroups/school_supportv2.shtml

DISTRICT AND CHARTER SCHOOL HOMELESS EDUCATION LIAISONS

DISTRICT & CHARTER SCHOOLS	LIAISON	PHONE	EMAIL	ADDRESS	CITY, STATE, ZIP	SLC
NEW CASTLE COUNTY						
Appoquinimink	Eunice Woodward	376-4117	eunice.deputy@appo.k12.de.us	118 South Sixth Street, Box 4010	Odessa, DE 19730	N120
Brandywine	P.J. Facciolo	761-7420	pamela.facciolo@bsd.k12.de.us	701 West 34th St.	Wilmington, DE 19802	N280
Christina	Lavina Smith	552-2679	smithl@christina.k12.de.us	Drew Educ. Support Ctr., 600 N. Lombard St.	Wilmington, DE 19801	N410
Colonial	Shelley Earley	323-2830	searley@colonial.k12.de.us	Wallace Wallin Ctr., 701 East Basin Road	New Castle, DE 19720	N160
New Castle Co. VoTech	Debbie Dolde	995-8035	ddolde@nccvt.k12.de.us	1417 Newport Road	Wilmington, DE 19804	N330
Red Clay Cons.	Christine Miller	552-3815	christine.miller@redclay.k12.de.us	1502 Spruce Ave. Room 237	Wilmington, DE 19805	N270A
DE Academy of Public Safety, Charter	Charles Hughes	731-2777	chughes765@gmail.com	179 Stanton Christiana Road	Newark, DE 19702	N840
DE College Preparatory Acad.	Elizabeth Napolin	762-7424	elizabeth.napolin@dcpa.k12.de.us	510 West 28 th St., PO Box 2588	Wilmington, DE 19908	C801
DE Military Academy	Debra Certesio	998-0745	debra.certesio@dma.k12.de.us	112 Middleboro Road	Wilmington, DE 19804	N270B
East Side Charter	Heather Lappi	762-5834	hlappi@escs.k12.de.us	3000 North Claymont St.	Wilmington, DE 19802	N490
Thomas Edison Charter	Essence Stewart	778-1101	essence.stewart@tecs.k12.de.us	2200 North Locust St.	Wilmington, DE 19802	N560
Family Foundations Charter	Evelyn Jennings	324-8901	ejennings@rra.k12.de.us	1101 Delaware St.	New Castle, DE 19720	N717
Gateway Lab School	Shaheda Pine	633-4091	shaheda.pine@gatewaylabschool.org	2501 Centerville Road	Wilmington, DE 19808	N842

DISTRICT & CHARTER SCHOOLS	LIAISON	PHONE	EMAIL	ADDRESS	CITY, STATE, ZIP	SLC
Kuumba Academy	Andrew Byard	472-6450	abyard@kuumba.k12.de.us	519 North Market St.	Wilmington, DE 19801	C304
Las Americas Aspira Academy	Margaret Lopez Waite	292-1463	margie.lopezwaite@laaa.k12.de.us	326 Ruthar Drive	Newark, DE 19711	N841
MOT Charter	Tina Conley	376-5125	tina.conley@mot.k12.de.us	1156 Levels Road	Middletown, DE 19709	N512
Moyer Academy	Jacqueline Ragin	428-9501	jragin@mjm.k12.de.us	610 East 17 th St.	Wilmington, DE 19802	N601
Newark Charter	Jesse Wakeman	369-2001	jwakeman@ncs.k12.de.us	2001 Patriot Way	Newark, DE 19711	N650
Odyssey Charter	Barbara Berrick	994-6490	bberrick@odyssey.k12.de.us	201 Bayard Ave.	Wilmington, DE 19805-1512	N714
Pencader Charter	Helen Swartz	573-7760	helen.swartz@pcs.k12.net	170 Lukens Drive	New Castle, DE 19720	N710
Prestige Academy	Carol Moore	762-3240 x105	carol.moore@pa.k12.de.us	1121 Thatcher St.	Wilmington, DE 19802	C800
Reach School for Girls	Tara Allen	792-6400	tara.allen@reach.k12.de.us	3210 Philadelphia Pike	Claymont, DE 19703	N900
Charter School of Wilmington	Ted Desmond	651-2727	tdesmond@charterschool.org	100 North duPont Road	Wilmington, DE 19807-3199	N270A
KENT COUNTY						
Caesar Rodney	Jackie Young	697-2173 x145	jacqueline.young@cr.k12.de.us	219 Old North Road, Box 188	Wyoming, DE 19934	D280
Capital	Geraldine Jones	672-1932	gjones@cgcapital.k12.de.us	945 Forest St.	Dover, DE 19904	D103
Lake Forest	Ed Cutler	284-3020 x108	ewcutler@lf.k12.de.us	5423 Killens Pond Road	Felton, DE 19943	S690
Milford	Craig Warrington	424-6470	cwarring@msd.k12.de.us	612 Lakeview Avenue	Milford, DE 19963	S180

DISTRICT & CHARTER SCHOOLS	LIAISON	PHONE	EMAIL	ADDRESS	CITY, STATE, ZIP	SLC
Polytech	June Day	697-3255	jday@polytech.k12.de.us	823 Walnut Shade Road	Woodside, DE 19980	D300
Smyrna	Pamela Denney-Griffiths	653-3135	denneygriffithspamela@smyrna.k12.de.us	82 Monrovia Avenue	Smyrna, DE 19977	N460
Academy of Dover, Charter	Noel Rodriguez	674-0684	nrodriguez@aod.k12.de.us	104 Saulsbury Road	Dover, DE 19904	D107
Campus Community	Jan Kelley-Jordan	736-3401	jordan@ccs.k12.de.us	21 North Bradford St.	Dover, DE 19904	D102
Positive Outcomes	Edward J. Emmertt, Jr.	697-8813	eemmett@pocs.k12.de.us	3337 South duPont Highway	Camden, DE 19934	D101
Providence Creek Academy	Trina Willey	653-6276	twilley@pca.k12.de.us	273 West Duck Creek Road, Box 265	Clayton, DE 19938-0265	N511
SUSSEX COUNTY						
Cape Henlopen	Randy Redard	645-6686 x218	randy.redard@cape.k12.de.us	1270 Kings Hwy.	Lewes, DE 19958	S150
Delmar	Sally Irwin	846-9544	sirwin@delmar.k12.de.us	200 Eighth St.	Delmar, DE 19940	S780
Indian River	Walt Smith	732-3800	wsmith@irsd.k12.de.us	30207 Frankford School Road	Frankford, DE 19945	S790
Laurel	Gail Fowler	875-6105 x223	gflower@laurel.k12.de.us	1160 Central Avenue	Laurel, DE 19956	S770
Seaford	Travis Moorman	629-4587 x280	tmooman@seaford.k12.de.us	390 North Market St.	Seaford, DE 19973	S730
Sussex Tech	Carlos Villa	856-0961 x298	cvilla@sussexvt.k12.de.us	17099 County Seat Highway	Georgetown, DE 19947	S880
Woodbridge	Michele Marinucci	337-7990	michele.marinucci@wsd.k12.de.us	16359 Sussex Highway	Bridgeville, DE 19933	S710
Sussex Academy of Arts & Sci., Charter	Allen Stafford	856-3636	astafford@saas.k12.de.us	21777 Sussex Pines Road	Georgetown, DE 19947	S145

EMERGENCY AND TRANSITIONAL HOUSING SERVICES

NEW CASTLE COUNTY SHELTERS

Shelter Provider	Phone	Contact Name & Title	Email Address	Address	City	Zip
Catholic Charities	655-9624	Richelle Vible Program Director	rvible@ccwilm.org	2601 West 4 th Street	Wilmington	19805
Family Promise Northern New Castle County	998-2222	Tamika Gowans Exec. Director	tgowans@familypromisede.org	2104 St. James Church Road	Wilmington	19808
Friendship House Women's Transitional Housing	576-1840	Marcy Perkins Program Director	Womens.center@friendship-house.org	PO Box 1517	Wilmington	19899
Governor Terry Home/ Child Inc.	762-5566	Robbie Hoosty Program Director	rhoosty@childinc.com	700C River Road	Wilmington	19809
Homeward Bound (Emaus House)	737-2241	Mary Ellen Green Program Director	info@homewardbound-de.org	PO Box 9740	Newark	19714-9740
Martha's Carriage House & Sarah's House Shelter	762-6111	Cindy Mercer Program Director	cm Mercer@childinc.com	507 Philadelphia Pike	Wilmington	19809
Mary Mother of Hope House II & III	652-1935	Emma Terrell Program Director	eterrell@ministryofcaring.org	121 North Jackson Street	Wilmington	19805
YWCA / Home Life Management Center	683-7110	Ronica Burley Program Director	rburley@ywcade.org	709 N. Madison Street	Wilmington	19801
The Salvation Army	472-0764	Chantel Clark Program Director	chantelclark@salvationarmy.org	400 N. Orange Street	Wilmington	19801

KENT COUNTY SHELTERS

Because We Care, Inc.	734-2301	Addie Merchant Program Director	amerch4863@aol.com	1420 McKee Rd.	Dover	19904
The Shepherd Place, Inc.	678-9077	Jessica Garbarino	jessicagarbarino@comcast.net	1362 S. Governors Blvd.	Dover	19904
Whatcoat Social Services	734-0319	Christ Steele Program Director	wssa@comcast.net	381 State College Road	Dover	19904

SUSSEX COUNTY SHELTERS

People's Place II & III / Families In Transition	422-8058	Marcey Rezac Program Director		PO Box 315	Seaford	19973
Shipley State Service Center / Rotary House	628-2000	Diane Thomas Director	(Fax: 628-2055)	350 Virginia Avenue	Seaford	19973
Sussex Community Crisis Housing Services.	856-7524	Marie Morole, Dir.	mtmorole@comcast.net	110 N. Railroad Avenue	Georgetown	19947

DEPARTMENT OF HEALTH AND SOCIAL SERVICES

NEW CASTLE CO. STATE SERVICE CENTER CONTACTS

Center	Phone	Address	City	Zip
Delaware Helpline	800-464-4357	Information Service for State Agencies Only		
Appoquinimink State Service Center	378-5770	122 Silver Lake Road	Middletown	19709
Belvedere State Svc Ctr.	995-8545	310 Kiamensi Road	Wilmington	19804
Claymont State Svc Ctr.	798-2870	3301 Green St.	Claymont	19703
DeLaWarr State Svc Ctr.	577-2970	500 Rogers Road	New Castle	19720
Hudson State Svc Center	283-7500	501 Ogletown Road	Newark	19711
Northeast State Svc Ctr.	577-3150	1624 Jessup Street	Wilmington	19802
Porter State Service Center	577-3400	509 W. 8 th	Wilmington	19801

KENT CO. STATE SERVICE CENTER CONTACTS

Williams State Service Center	857-5000	805 River Road	Dover	19901
Smyrna State Service Center	514-4500	200 South DuPont Blvd.	Smyrna	19977

SUSSEX CO. STATE SERVICE CENTER CONTACTS

Bridgeville State Svc Ctr.	337-8261	North Cannon and Mill Streets	Bridgeville	19933
Georgetown State Svc Ctr.	856-5574	564 S. Bedford St.	Georgetown	19947
Laurel State Service Ctr.	875-6943	31039 North Poplar St.	Laurel	19956
Milford State Service Ctr.	422-7200	11-13 N. Church Avenue	Milford	19963
Milford Annex (Milford & Sussex Co.)	424-7230	13 S.W. Front Street	Milford	19963
Pyle State Service Center	732-9501	34314 Pyle Center Road	Frankford	19945
Shipley State Service Center	628-2000	350 Virginia Avenue	Seaford	19973

DIRECTORY OF
HEAD START, EARLY HEAD START
AND
EARLY CHILDHOOD ASSISTANCE PROGRAMS
IN DELAWARE

EARLY CHILDHOOD ASSISTANCE PROGRAMS: ECAP, EHS AND EHS

DOE Website: http://www.doe.k12.de.us/infosuites/students_family/earlychildhood/programdir.shtml

NEW CASTLE COUNTY

Brandywine School District—Early Childhood Assistance Program

P.S. Dupont Elementary School

701 W. 34th Street

Wilmington, DE 19802

Phone: (302) 761-7420

Fax: (302) 761-7496

Contact: P.J. Facciolo, Email: pamela.facciolo@bsd.k12.de.us

Christina Cultural Arts Center—Early Childhood Assistance Program

705 N. Market Street

Wilmington, DE 19801

Phone: (302) 652-0101

Fax: (302) 652-7480

Contact: Kim Holley-Nelson, Email: kholleynelson@aol.com

Christina School District—Early Childhood Assistance Program

1015 Church Street

Newark, DE 19702

Phone: (302) 454-2103

Fax: (302) 454-2109

Program Coordinator: Nancy Smith, Email: smithn@christina.k12.de.us

Website: <http://christina.k12.de.us/ECAP/index.htm>

Hilltop Lutheran Neighborhood Center—Early Childhood Assistance Program

1018 West Sixth Street

Wilmington, DE 19805

Phone: (302) 656-3224

Fax: (302) 656-3830

Latin American Community Center—Early Childhood Assistance Program

403 N. Van Buren Street

Wilmington, DE 19805

Phone: (302) 295-2780

Fax: (302) 655-7334

Contact: Tonya Matthews, Email: tmathews@thelatincenter.org

New Castle County Head Start, Inc—Early Childhood Assistance Program

256 Chapman Road, Suite 103

Newark, DE 19702

Phone: (302) 452-1500

Contact: Jeff Benatti, Email: Jbenatti@aol.com

CONTINUED--NEW CASTLE COUNTY

New Directions Early Head Start—Early Childhood Assistance Program

321 South College Avenue
Newark, DE 19716
Phone: (302) 831-0584
Fax: (302) 831-0474
Email: hlbeck@udel.edu
Contact: Heidi Beck

Wilmington Head Start—Head Start and Early Childhood Assistance Programs

Community Services Building
100 W. 10th Street, Suite 1016
Wilmington, DE 19801
Phone: (302) 421-3620
Fax: (302) 421-3623
Contact: Deborah Thomas, Email: dthomas@wilmheadstart.org

May B. Leasure Elementary School

1015 Church Road
Newark, DE 19702
(302) 454-2103
Website: <http://www.christina.k12.de.us/leasure/>

Henry M. Brader Elementary School

107 Four Seasons Parkway
Newark, DE 19702
(302) 454-5959
Website: <http://www.christina.k12.de.us/brader/>

Joseph M. McVey Elementary School

908 Janice Drive
Newark, DE 19713
(302) 454-2145
Website: <http://www.christina.k12.de.us/schools/McVey/>

Early Learning Center

Wyoming Road
Newark, DE 19702
Phone: (302) 831-0351
Contact: Nancy Smith, Email: smithn@christina.k12.de.us
Website: <http://christina.k12.de.us/ECAP/index.htm>

KENT COUNTY

Delaware Early Childhood Center—Early Childhood Assistance Program & Early Head Start

Lake Forest School District
South B Elementary School
100 W. Mispillion Street
Harrington, DE 19952-1099
Phone: (302) 398-8945
Fax: (302) 398-8983

Contacts: Janet Cornwell, Email: jrcornwell@lf.k12.de.us
Janet Esther Graham, Email: evgraham@lf.k12.de.us

Kreative Kids, Inc.—Early Childhood Assistance Program

5 East and Clark Streets
Harrington, DE 19952
Phone: (302) 398-8111
Fax: (302) 398-7914

Contact: Debra Minner, Email: mommyminner@aol.com

Telamon Corporation—Head Start, Early Childhood Assistance Program, Early Head Start

26351 Patriots Way Rd.
Georgetown, DE 19947
Phone: (302) 934-1642

SUSSEX COUNTY

DTCC, Owens Campus Child Develop. Ctr., Owens Campus—Early Childhood Assistance Program

P.O. Box 626, Rt. 18
Georgetown, DE 19947-0610
Phone: (302) 855-5950 & 855-1615
Fax: (302) 855-1655

Contacts: Laurie Beauchamp, Email: laurieb@college.dtcc.edu,
Wendy Bernstein, Email: wbernste@college.dtcc.edu

Indian River Education Complex, Project VILLAGE—Early Childhood Assistance Program

Rd 2, Box 156
Selbyville, DE 19975
Phone: (302) 436-1000

Director: Audrey Carey, Email: acarey@irsd.k12.de.us

Telamon Corporation—Head Start, Early Childhood Assistance Program, Early Head Start

26351 Patriots Way Rd.
Georgetown, DE 19947
Phone: (302) 934-1642

Contact: Doris Rizek, Email: drizek@telamon.org

APPENDIX A

GUIDANCE FOR SCHOOLS WORKING WITH HOMELESS CHILDREN & YOUTH

GUIDANCE FOR SCHOOLS WORKING WITH HOMELESS CHILDREN & YOUTH

INTRODUCTION

What is the purpose of the McKinney-Vento Education for Homeless Children and Youth (McKinney-Vento) program?

The McKinney-Vento program is designed to address the problems that homeless children and youth have faced in enrolling, attending, and succeeding in school. Under this program, State educational agencies (SEAs) must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youth. Homeless children and youth should have access to the educational and other services that they need to enable them to meet the same challenging State student academic achievement standards to which all students are held. In addition, homeless students may not be separated from the mainstream school environment. States and districts are required to review and undertake steps to revise laws, regulations, practices, or policies that may act as a barrier to the enrollment, attendance, or success in school of homeless children and youth.

What is the statutory authority for the McKinney-Vento program?

The program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 USC 11431 et seq.), (McKinney-Vento Act). The program was originally authorized in 1987 and reauthorized by the No Child Left Behind Act of 2001.

What is meant by the term “homeless children and youth”?

The McKinney-Vento Act defines “homeless children and youth” as individuals who lack a fixed, regular, and adequate nighttime residence. The term includes –

- a. Children and youth who are:
 1. sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as doubled-up);
 2. living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
 3. living in emergency or transitional shelters;
 4. abandoned in hospitals; or
 5. awaiting, or in, foster care (Delaware only)
- b. Children and youth 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;
- c. Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- d. Migratory children who qualify as homeless because they are living in circumstances described above.
- e. Unaccompanied youth which includes youth not in the physical custody of a parent or guardian.

LOCAL LIAISON

What are the responsibilities of the local liaison for homeless children and youth?

The local liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. The liaison coordinates services to ensure that homeless children and youth enroll in school and have the opportunity to succeed academically.

Local liaisons must ensure that:

- a. Homeless children and youth are identified by school personnel and through coordination activities with other entities and agencies;
- b. Homeless students enroll in, and have full and equal opportunity to succeed in, the schools of the LEA;
- c. Homeless children and youth and their families receive educational services for which they are eligible, including Head Start, Even Start, and preschool programs administered by the LEA, and referrals to health, mental health, dental, and other appropriate services;
- d. Parents or guardians of homeless children and youth are informed of educational and related opportunities available to their children, and are provided with meaningful opportunities to participate in the education of their children;
- e. Parents and guardians and unaccompanied youth are fully informed of all transportation services, including transportation to and from the school of origin, and are assisted in accessing transportation services;
- f. Enrollment disputes are mediated in accordance with the requirements of the McKinney-Vento Act; and
- g. Public notice of the educational rights of homeless students is disseminated to locations where they receive services under the McKinney-Vento Act and where enrollment is conducted.

In meeting these responsibilities, local liaisons must assist homeless children and youth with such activities as the following:

- a. Enrolling in school and accessing school services;
- b. Obtaining immunizations or medical records;
- c. Informing parents, school personnel, and others of the rights of homeless children and youth;
- d. Working with school staff to make sure that homeless children and youth are immediately enrolled in school pending resolution of disputes that might arise over school enrollment or placement;
- e. Helping to coordinate transportation services for homeless children and youth; and
- f. Collaborating and coordinating with State Coordinators for the Education of Homeless Children and Youth and community and school personnel responsible for providing education and related support services to homeless children and youth.

SCHOOL'S RESPONSIBILITIES

What are a school's responsibilities for enrolling homeless children and youth?

A school selected on the basis of a “best interest determination” (*see* Appendix E) must immediately enroll the homeless child or youth, even if the child or youth is unable to produce the records normally required for enrollment (such as previous academic records, medical records, proof of residency, birth certificates, or other documentation). The enrolling school must immediately contact the school last attended by the child or youth to obtain relevant academic or other records.

If a child or youth needs to obtain immunizations, or medical or immunization records, the enrolling school must immediately refer the parent or guardian to the LEA homeless liaison, who must assist in obtaining the immunizations or records. The records must be maintained so that they are available in a timely fashion when the child enters a new school or school district. To facilitate immediate enrollment, timely transfer of records from school to school should also take into account procedures for State-to-State record transfers.

The McKinney-Vento statute provides a broad mandate to States and districts to change policies or practices that act as a barrier to the enrollment, attendance, and school success of homeless children. It is important for them to review policies and practices on an on-going basis, so that new barriers do not prevent children from receiving the free, appropriate public education to which they are entitled.

On what basis does an LEA make school placement determinations for homeless children and youth?

Homeless children and youth frequently move, and maintaining a stable school environment is critical to their success in school. To ensure this stability, LEAs must make school placement determinations on the basis of the “best interest” of the homeless child or youth. Using this standard, an LEA must:

- a. Continue the child or youth's education in the school of origin for the duration of homelessness when a family becomes homeless between academic years or during an academic year; or for the remainder of the academic year if the child or youth becomes permanently housed during an academic year; or
- b. Enroll the child or youth in any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

How does an LEA determine the child's or youth's “best interest”?

In determining a child's or youth's best interest, an LEA must, to the extent feasible, keep a homeless child or youth in the “school of origin” unless doing so is contrary to the wishes of the child or youth's parent or guardian (*see* Appendix E). If an LEA wishes to send a homeless child or youth to a school other than the school of origin or a school requested by the parent or guardian, the LEA must provide a written explanation of its decision to the parent or guardian,

together with a statement regarding the right to appeal the placement decision. The student must attend the school requested by the parent/guardian while the dispute is being considered.

Why is it so important to maintain a stable education environment for homeless children and youth?

Changing schools significantly impedes a student's academic and social growth. The literature on highly mobile students indicates that it can take a student four to six months to recover academically after changing schools. Highly mobile students have also been found to have lower test scores and overall academic performance than peers who do not change schools. Therefore, the McKinney-Vento Act calls for LEAs to maintain students in their school of origin to the extent feasible.

What should a school district consider when determining the extent to which it is feasible to educate a homeless child or youth in his or her school of origin?

As stated above, to the extent feasible, a district must educate a homeless child or youth in his or her school of origin, unless doing so is contrary to the wishes of the parent or guardian. The placement determination should be a student-centered, individualized determination. Factors that an LEA may consider include the age of the child or youth; the distance of a commute and the impact it may have on the student's education; personal safety issues; a student's need for special instruction (e.g., special education and related services); the length of anticipated stay in a temporary shelter or other temporary location; and the time remaining in the school year.

What procedures must an LEA follow if a dispute arises between a school and a parent or guardian regarding placement of a homeless child or youth?

If a dispute arises over school selection or enrollment, the LEA must immediately enroll the homeless student in the school in which enrollment is sought by the parent or guardian, pending resolution of the dispute. Similar provisions apply to placement of unaccompanied youth. Inter-district enrollment disputes should be resolved at the SEA level.

Homeless families and youth may be unaware of their right to challenge placement and enrollment decisions. Therefore, the LEA must provide the parent, guardian, or unaccompanied youth with a written statement of the school placement decision and the appeal rights. The LEA must refer the unaccompanied youth, parent, or guardian to the LEA liaison, who must expeditiously carry out the dispute resolution process.

When enrollment disputes arise, it is critical that students not be kept out of school. Interruption in education can severely disrupt the student's academic progress.

To avoid such disruptions, LEAs need an established process for resolving school placement disputes. Permitting students to enroll immediately in the school of choice pending resolution of disputes helps provide needed stability.

LEA homeless liaisons help ensure that disputes are resolved objectively and expeditiously. Written notice protects both students and schools by outlining the specific reasons for the school's decision. It facilitates dispute resolution by providing decision-makers with documents to guide their determinations.

In providing special services to homeless children and youth, how does a school or district avoid stigmatizing those children?

As stated above, a district or school may not segregate homeless children and youth from the mainstream school environment. Homeless children and youth are entitled to receive all of the services that are provided to their non-homeless counterparts and in the same setting as their non-homeless peers.

In some circumstances, it may be appropriate to provide additional services to homeless children and youth in a separate setting. In doing so, a district should be careful not to stigmatize these students. If a district does implement a supplemental program exclusively for homeless children, such as a shelter-based evening tutoring program, it should not be called “the homeless tutoring program” or the “shelter tutoring program.” Instead, the district should use a name such as “Discovery Club” or “Homework Club” to avoid stigmatization.

Enrollment and Attendance Statistics

The Department’s FY 2000 Report to Congress indicated that 87 percent of homeless K-12 children and youth were enrolled in school. However, only 77 percent attended school regularly. Less than 16 percent of eligible preschool aged homeless children were enrolled in preschool programs.

U.S. Department of Education’s McKinney-Vento Report to Congress for Fiscal Year 2000

What are effective strategies for a LEA to use to resolve enrollment disputes?

An LEA should consider the following strategies for effectively resolving school enrollment disputes:

- a. Disputes should be resolved at the district level rather than the school level;
- b. When inter-district issues arise, representatives from all involved districts and the SEA should be present to resolve the dispute;
- c. A State-level appeal process, involving the State coordinator, should be available for appeals of district-level decisions and resolution of inter-district disputes;
- d. The dispute resolution process should be as informal and accessible as possible, and allow for impartial and complete review;
- e. Parents, guardians, and unaccompanied youth should be able to initiate the dispute resolution process directly at the school they choose, as well as at the district or LEA homeless liaison’s office;
- f. States should establish timelines to resolve disputes at the local and State level;
- g. Parents, guardians, and unaccompanied youth should be informed that they can provide written or oral documentation to support their position;
- h. Students should be provided with all services for which they are eligible while disputes are resolved;

- i. Written notice should be complete, as brief as possible, simply stated, and provided in a language the parent, guardian, or unaccompanied youth can understand. The notice should include:
 1. Contact information for the LEA homeless liaison and State coordinator, with a brief description of their roles;
 2. A simple, detachable form that parents, guardians, or unaccompanied youth can complete and turn in to the school to initiate the dispute process. (The school should copy the form and return the copy to the parent, guardian or youth for their records when it is submitted);
 3. A step-by-step description of how to dispute the school's decision;
 4. Notice of the right to enroll immediately in the school of choice pending resolution of the dispute;
 5. Notice that "immediate enrollment" includes full participation in all school activities;
 6. Notice of the right to appeal to the State if the district-level resolution is not satisfactory; and
 7. Timelines for resolving district- and State-level appeals.

Are children displaced from their housing by naturally occurring disasters eligible for services under the McKinney-Vento Act?

When children and their families are displaced from their housing as a result of a natural disaster, there is often a period of instability in which various private organizations and local, State, and Federal agencies provide assistance. SEAs and LEAs should determine such children's eligibility for McKinney-Vento services on a case-by-case basis. In making this determination, they should take into consideration the services that are available through these other sources.

Following a disaster, one of the LEA's first priorities is to re-open impacted schools as soon as possible and take steps to normalize school routines. LEAs should then proceed to examine whether children who have been displaced by the natural disaster are eligible for McKinney-Vento services on a case-by-case basis. In such circumstances, the Department would provide technical assistance and other assistance, as available, to help the LEA.

What strategies can a local liaison use to identify homeless preschoolers?

Local liaisons can identify preschool-aged homeless children by working closely with shelters and social service agencies in their area. In addition, the liaison should work with school personnel, who can inquire, at the time they are enrolling homeless children and youth in school, whether the family has preschool-aged children.

The LEA liaison should also collaborate with the school district special education program. The Individual with Disabilities Education Act (IDEA) requires that highly mobile children with disabilities, such as migrant and homeless children who are in need of special education and related services, are located, identified and evaluated. Additionally, IDEA requires that homeless preschoolers and all homeless children be included in the "Child Find" process for early identification of special education needs.

TRANSPORTATION

What responsibilities do SEAs and LEAs have regarding providing transportation services to homeless children and youth?

SEAs and LEAs are responsible for reviewing and revising policies, including transportation policies, that may act as barriers to the enrollment and retention of homeless children and youth in schools in the State. Under the McKinney-Vento Act, homeless children and youth are entitled to receive the transportation and other services that are available to non-homeless students.

SEAs and LEAs must adopt policies and practices to ensure that transportation is provided, at the request of the parent or guardian (or, in the case of an unaccompanied youth, the liaison), to or from the “school of origin” (*see* definition in Appendix A) in accordance with the following requirements:

- a. If the homeless child or youth continues to live in the area served by the LEA in which the school of origin is located, that LEA must provide or arrange for the child’s or youth’s transportation to or from the school of origin.
- b. If the homeless child or youth continues his or her education in the school of origin but begins living in an area served by another LEA, the LEA of origin and the LEA in which the homeless child or youth is living must agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin. If the LEAs cannot agree upon a method, the responsibility and costs for transportation are to be shared equally.

What are an LEA’s responsibilities regarding “comparable services”?

An LEA in a participating State must provide services to each homeless child and youth that is comparable to services offered to other students in the LEA. These services include public preschool programs, and educational programs or services for which a homeless student meets the eligibility criteria, such as programs for children with disabilities, programs for students with limited English proficiency, vocational education, programs for gifted and talented students, before-and-after-school programs, school nutrition programs, and transportation.

What are an LEA’s responsibilities regarding coordination of services for homeless children and youth?

LEAs are responsible for coordinating with local social service agencies and other service providers and programs, including programs under the Runaway and Homeless Youth Act (42 U.S.C. 5701 et seq.), and with other LEAs on issues such as transportation and the transfer of records. Additionally, they must coordinate with housing assistance providers. The purpose of this coordination is to ensure that eligible students have access and reasonable proximity to available education and related support services. It is also important to coordinate efforts in order to raise the awareness of school personnel and service providers of the effects of homelessness and the challenges that homeless students face.

UNACCOMPANIED YOUTH

Why does the McKinney-Vento Act place special emphasis on serving the needs of homeless unaccompanied youth?

Homeless unaccompanied youth often face unique barriers in enrolling and succeeding in school. These barriers include school attendance policies, credit accrual, and legal guardianship requirements. Without a parent or guardian to advocate for them and exercise parental rights, they may be denied enrollment and remain out of school for extended periods of time. Unaccompanied youth also may not understand their educational rights, or know how to acquire this information.

How do local liaisons assist homeless unaccompanied youth in accessing the educational services to which they are entitled?

Local liaisons assist unaccompanied youth in accessing educational services through such activities as:

- a. Helping unaccompanied youth choose and enroll in a school, after considering the youth's wishes;
- b. Providing unaccompanied youth with notice of their appeal rights in a language they can understand or in an accessible format;
- c. Informing youth of their right to transportation to and from the school of origin, and assisting unaccompanied youth in accessing transportation; and
- d. Ensuring that unaccompanied youth are immediately enrolled in school pending the resolution of disputes.

APPENDIX B

TITLE 14, 901: EDUCATION OF HOMELESS CHILDREN & YOUTH

TITLE 14, 901
EDUCATION OF HOMELESS CHILDREN & YOUTH

901 Education of Homeless Children and Youth

1.0 Purpose.

Consistent with the provisions of the McKinney-Vento Homeless Education Assistance Improvement Act, as amended by the No Child Left Behind Act of 2001 (42 U.S.C. §11431 et. seq.), the intent of this regulation is to ensure the educational rights and protections for children and youth experiencing homelessness.

2.0 Definitions.

The following words and terms, when used in this regulation, shall have the following meaning unless the context clearly states otherwise:

"Department" means the Delaware Department of Education.

"Homeless Children and Youths" as defined by the provisions of the 42 U.S.C. §11434a(2), means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of 42 U.S.C. §11302(a)(1)); and includes:

Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship or similar reason; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; (in Delaware that includes children in foster care)

Children and youths who have a primary nighttime residence that is in a private or public place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of 42 U.S.C. §11302(a)(2)(C));

Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and Migratory children (as such term is defined in section 6399 of Title 20, the Elementary and Secondary Education Act of 1965) who qualify as homeless because the children are living in circumstances described above.

"LEA Homeless Liaison" means the Local Educational Liaison for Homeless Children and Youths designated under 42 U.S.C. §11432(g)(1)(J)(ii).

"Secretary" means the Secretary of Education.

"State Coordinator" means the Delaware Coordinator for Education of Homeless Children and Youths designated under 42 U.S.C. §11432(d)(3).

"Unaccompanied Youth" as defined by the provisions of 42 U.S.C. §11434a(6) includes a youth not in the company of a parent or guardian.

3.0 Federal Regulations.

Local school districts shall comply with the provisions of the McKinney-Vento Homeless Education Assistance Improvement Act, as amended by the No Child Left Behind Act of 2001 (42 U.S.C. §11431 et. seq.) and any regulations issued pursuant thereto.

4.0 Procedures for the Resolution of Disputes Concerning the Educational Placement of Homeless Children and Youths.

4.1 If a dispute arises over school selection or enrollment, the local school district must immediately enroll the homeless student in either the school of origin (as defined in 42 U.S.C. 11432 (g) (3) (G)) or the school that non-homeless students who live in the attendance area in which the homeless student is actually living are eligible to attend, whichever is sought by the parent, guardian or homeless youth, pending resolution of the dispute.

4.2 The local school shall provide the parent, guardian or homeless youth with a written notice of the school's decision regarding school selection or enrollment. The notice shall include:

4.2.1 A written explanation of the school's decision regarding school selection or enrollment;

4.2.2 Contact information for the LEA Homeless Liaison and State Coordinator, with a brief description of their roles;

4.2.3 A simple, detachable form that parents, guardians, or homeless youth can complete and turn into the school to initiate the dispute resolution process;

4.2.4 Instructions as to how to dispute the school's decision at the district level;

4.2.5 Notice of the right to enroll immediately in the school of choice pending resolution of the dispute;

4.2.6 Notice that immediate enrollment includes full participation in all school activities for which the student is eligible;

4.2.7 Notice of the right to appeal to the State if the district-level resolution is not satisfactory; and

4.2.8 Time lines for resolving district and State level appeals.

4.3 District Level Dispute Resolution Process

4.3.1 Local school districts shall develop a dispute resolution process at the district level. The dispute resolution process shall be as informal and accessible as possible, but shall allow for impartial and complete review. Parents, guardians, and homeless youth shall be able to initiate the dispute resolution process directly at the school they choose or the school district or LEA Homeless Liaison's office.

4.3.2 Within ten (10) calendar days of the initiation of the district level dispute resolution process; the school district shall inform the parties in writing of its determination, along with notice of the right to appeal to the State if the district level resolution is not satisfactory.

4.4 Inter-district Resolution Process

4.4.1 When inter-district issues arise, including transportation, representatives from all involved school districts, the State Coordinator, or his or her designee, and the parent(s), guardian(s) or unaccompanied youth shall meet within ten (10) calendar days of the initiation of the dispute process to attempt to resolve the dispute.

4.4.2 The State Coordinator's role is to facilitate the meeting.

4.4.3 If the parties are unable to resolve the inter-district dispute, it shall be referred to the Secretary within ten (10) calendar days of the meeting. Subsection 4.5.4 through 4.5.9 shall govern the review official's determination. The review official shall consider the entire record of the dispute, including any written statements submitted and shall make a determination based on the child's or youth's best interest, as defined in 42 U.S.C. §11432(g)(3).

4.4.3.1 Notwithstanding 4.4.3, where the inter-district dispute is limited solely to the issue of the apportionment of responsibility and costs for providing the child transportation to and from the school of origin, there shall be no referral to the Secretary. Pursuant to 42 USC 11432 (g) (1) (J) (iii) (II), if the school districts are unable to agree upon such a method of appropriation, the responsibility for the costs for transportation shall be shared equally.

4.5 State Level Dispute Resolution Process

4.5.1 The State-level dispute resolution process is available for appeals from district-level decisions and inter-district disputes. Appeals may be filed by parents, guardians, homeless youths or school districts. Appeals filed by a local school shall not be accepted.

4.5.2 To initiate the State-level dispute resolution process, the appellant must file a written notice of appeal with the Secretary no later than ten (10) calendar days after receiving written notification of the district level or inter-district decision. The notice of appeal shall state with specificity the grounds of the appeal, and shall be signed by the appellant. Where the appeal is being initiated by a school district, the superintendent of the district must sign the notice of appeal.

4.5.3 A copy of the notice of appeal shall be delivered by hand or certified mail to all other parties to the proceeding at the time it is sent to the Secretary. A copy of any other paper or document filed with the Secretary or review official shall, at the time of filing, also be provided to all other parties to the proceeding.

4.5.4 Upon receipt of a notice of appeal, the Secretary or his/her designee, shall within five (5) calendar days decide whether to hear the appeal or assign it to an independent and impartial review official and shall so advise the parties.

4.5.5 The local district shall file a certified record of the district or inter-district level dispute proceeding with the Secretary or review official within five (5) calendar days of the date the Secretary notifies the parties that an appeal has been filed. The record shall contain any written decision, any written minutes of the meeting(s) at which the disputed action was taken, all exhibits or documentation presented at the district or inter-district level dispute proceeding, and any other evidence relied on by the District(s) in making its (their) decision.

4.5.6 Appeals are limited to the record. The parties may support their positions in written statements limited to matters in the existing record. In order to be considered, written statements must be filed with the review official no later than twenty (20) calendar days after the appeal is filed.

4.5.7 The review official shall consider the entire record of the dispute, including any written statements submitted in reaching his or her decision. The review official shall overturn the district or inter-district decision only if he or she decides that the district's decision was not supported by substantial evidence or was arbitrary or capacious or is inconsistent with state and federal law or regulation.

4.5.8 Within thirty (30) calendar days of the receipt of the notice of appeal, the review official shall inform the parties of his or her determination.

4.5.9 The determination of the review official shall be final and is not subject to further appeal within the Department of Education.

1 DE Reg. 963 (1/1/98)

7 De Reg. 620 (11/1/03)

APPENDIX C

FOSTER CARE (HOUSE BILL NO. 279)

FOSTER CARE

SPONSOR: Rep. Maier and Sen. Sokola
Reps. Hudson, Keeley, Mulrooney, Plant,
Schooley, Ulbrich, Wagner
Sen.: Blevins, Cloutier, Connor, Cook,
Henry, Sorenson

HOUSE OF REPRESENTATIVES

143RD GENERAL ASSEMBLY

HOUSE BILL NO. 279

AN ACT TO AMEND TITLE 14 OF THE DELAWARE CODE RELATING TO PUBLIC SCHOOL ATTENDANCE OF FOSTER CHILDREN.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF DELAWARE:

Section 1. Amend Title 14, § 202(c) of the Delaware Code by adding a new sentence at the end thereof as follows:

“For the purpose of this Section and provisions of the McKinney-Vento Homeless Education Assistance Improvement Act, the words ‘awaiting foster care placement’ include all children in foster care.”

Section 2. Amend Title 14, § 202(e)(3) of the Delaware Code by striking the second sentence and inserting the following in lieu thereof:

“Children in the care and custody of the Department of Services for Children, Youth and Their Families who are in foster care shall attend school in accordance with the McKinney-Vento Homeless Education Assistance Improvement Act [42 U.S.C. § 11431 to § 11435].”

SYNOPSIS

This Bill confirms the practices and procedures of the Department of Education and the Department of Services for Children, Youth and Their Families that all foster children are within the provisions and protections of the federal McKinney-Vento Homeless Education Assistance Improvement Act, which allocates funds to the States for the education of homeless children and youths.

APPENDIX D

HOMELESS DATA

HOMELESS DATA

Last Name		First Name	
DOB		Grade	
State ID #		School Code	
District and School Name			
School Address, City, State, Zip			
Immunizations: Circle Yes No			
Name of Caregiver			
Living Situation/s—Circle Type:		Doubled Housing Motel Shelter	
		Independent Runaway Car	
		Other: _____	
Shelter Name			
School Services		Title I Special Education ESL	
Transportation			
Principal's Signature		Date	
Please update any changes below:			
New Address & City		Start Date	
De-Activation Date			

APPENDIX E

FEASIBILITY OF SCHOOL PLACEMENT

DETERMINING FEASIBILITY OF SCHOOL PLACEMENT FORM

*This form will assist in determining which placement decision
would be in the student's best interest.*

Name of Student: _____

Date: _____

According to the McKinney-Vento Homeless Assistance Act, a homeless child or youth has the right to attend the school of origin or the local attendance areas school, according to the best interest of the child:

The **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

The **local attendance area school** (local school) is defined as:

- Any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend

Provide the following information for attendance options of student:

School that the child or youth attended when permanently housed:

Name of school and district: _____

Dates of attendance: _____

Living arrangement at the time: _____

School in which the child or youth was last enrolled: _____

Name of school and district: _____

Dates of attendance: _____

Living arrangement at the time: _____

Local Attendance Area School: _____

Name of school and district: _____

Dates of attendance: _____

1. Are the school of origin and the local attendance area school in the same school district?
2. Which school does the child/youth want to attend? Why?
3. Which school does the parent want the child/youth to attend? Why?
4. What is the distance and time spent on travel from the current residence to the school of origin?
5. If transportation is currently unavailable to the school of origin, how can it be arranged?
6. What time of year is it (at the beginning of the school year, near the end of the school year, during the summer?)
7. How long did the child/youth attend the school of origin? Were meaningful social and educational relationships established?
8. Are there specific people in the school of origin who have been providing support or assistance to the family or child/youth experiencing homelessness?
9. Are there special programs, such as gifted, bilingual, or remedial education, in which the child/youth has been participating at the school of origin? If yes, please describe.

Are the above special programs also available at the local attendance area school?

10. Based on knowledge of the family's situation, how long is the family likely to remain at the current residence?
11. What is the likelihood that the family experiencing homelessness will reestablish residency in the attendance area of the school of origin?
12. What does the child's foster care permanency plan indicate?

Based on answers to the previous questions, the school district recommends the following school:

Make a checkmark (✓) next to the line item/s that reflect your eSchool needs.

1	☐	Tutoring or other instructional support
2	☐	Expedited evaluations
3	☐	Staff professional development and awareness
4	☐	Referrals for medical, dental, and other health services
5	☐	Transportation
6	☐	Early childhood programs
7	☐	Assistance with participation in school programs
8	☐	Before-, after-school, mentoring, summer programs
9	☐	Obtaining or transferring records necessary for enrollment
10	☐	Parent education related to rights and resources for children
11	☐	Coordination between schools and agencies
12	☐	Counseling
13	☐	Addressing needs related to domestic violence
14	☐	Clothing to meet a school requirement
15	☐	School supplies
16	☐	Referral to other programs and services
17	☐	Emergency assistance related to school attendance
18	☐	Other

The following are individuals consulted to determine that this placement is in the student’s best interest:

Printed Name

Signature & Date

Printed Name

Signature & Date

Printed Name

Signature & Date