



# “10 IN 10”

## ORIENTATION TUTORIAL FOR NEW STATE COORDINATORS FOR THE EDUCATION FOR HOMELESS CHILDREN AND YOUTH PROGRAM

10 TEN-MINUTE MODULES

### MODULE 4: OVERSEEING MCKINNEY-VENTO IMPLEMENTATION IN LOCAL EDUCATIONAL AGENCIES

# MODULE 4 OVERVIEW

In Module 4, State Coordinators will learn about

- SEA and State Coordinator responsibilities related to the implementation of the McKinney-Vento Act in LEAs
- Duties of local liaisons
- Technical assistance to LEAs and local liaisons
- The SEA homeless education website
- Training and professional development for local liaisons
- Monitoring LEAs for McKinney-Vento compliance

*Abbreviations used in this module:*

*ED – U. S. Department of Education*

*EHCY – Education for Homeless Children and Youth*

*LEA – Local educational agency*

*Local liaison – LEA local homeless liaison*

*NCHE – National Center for Homeless Education*

*SEA – State educational agency*



# SEA RESPONSIBILITIES TOWARD LEAS AND LOCAL HOMELESS LIAISONS

- State Coordinators must ensure that LEAs will designate an appropriate staff person, able to carry out required duties. [42 U.S.C. § 11432(g)(1)(j)(ii)] \*
- State Coordinators and LEAs must inform school personnel, service providers, advocates working with homeless families, and parents and guardians of children and youth experiencing homelessness of the duties of the local liaisons and publish an annually updated list of the liaisons on the SEA's website. [42 U.S.C. § 11432(g)(6)(B)]
- State Coordinators must provide technical assistance to and conduct monitoring of LEAs in coordination with local liaisons to ensure LEA compliance with the McKinney-Vento Act. [42 U.S.C. § 11432(f)(5)]
- State Coordinators must provide professional development opportunities for LEA personnel and the local liaison to assist them in identifying and meeting the needs of children and youth experiencing homelessness and provide training on the definitions of terms related to homelessness. [42 U.S.C. § 11432(f)(6)]

*\*Text on the provisions in the law has been shortened for brevity; read the full text of the [McKinney-Vento Act](#) for exact language and details.*



# DUTIES OF THE LOCAL HOMELESS LIAISON [42 U.S.C. §11432 (g)(6)(A)]

The local liaison must ensure that

- i. Children and youth experiencing homelessness are identified by school personnel through outreach and coordination activities with other entities and agencies.
- ii. Children and youth experiencing homelessness are enrolled in, and have full and equal opportunity to succeed in schools in the LEA.
- iii. Families and children and youth experiencing homelessness have access to and receive educational services for which they are eligible, including services through Head Start programs (including Early Head Start), early intervention services under part C of the Individuals with Disabilities Education Act, and other preschool programs administered by the LEA.



## DUTIES OF THE LOCAL HOMELESS LIAISON [42 U.S.C. §11432 (g)(6)(A)]

The local liaison must ensure that

- iv. Families and children and youth experiencing homelessness receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services.
- v. The parents and guardians of children and youth experiencing homelessness are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children.
- vi. Public notice of the educational rights of homeless children and youth is disseminated in locations frequented by parents or guardians of these children and youth and unaccompanied youth, including schools, shelters, public libraries, and soup kitchens.



## DUTIES OF THE LOCAL HOMELESS LIAISON [42 U.S.C. §11432 (g)(6)(A)]

The local liaison must ensure that

- vii. Enrollment disputes are mediated in accordance with local and State McKinney-Vento dispute resolution policies.
- viii. The parent or guardian of a child or youth experiencing homelessness, and any unaccompanied youth, is fully informed of all transportation services, including transportation to the school of origin and is assisted in accessing transportation to the school that is selected.
- ix. School personnel providing services under the McKinney-Vento Act receive professional development and other support.



# DUTIES OF THE LOCAL HOMELESS LIAISON [42 U.S.C. §11432 (g)(6)(A)]

The local liaison must ensure that

- x. Unaccompanied youth –
  - Are enrolled in school.
  - Have opportunities to meet the same challenging state academic standards as the state establishes for other children and youth.
  - Are informed of their status as independent students for purposes of completing the application for federal financial aid and that the youth may obtain assistance from the local liaison to receive verification of this status.



# GOOD PRACTICES IN MCKINNEY-VENTO IMPLEMENTATION – TECHNICAL ASSISTANCE TO LEAS

Technical assistance to LEAs and local liaisons may include the following:

- Operating a distribution list (listserv) for local liaisons to provide announcements and updates
- Conducting periodical conference calls with and webinars for local liaisons; building rapport with local liaisons is key to open communication and support to the LEAs
- Identifying LEAs at most risk of non-compliance (such as those who appear to underidentify students experiencing homelessness, have inexperienced local liaisons, submit questionable data, or have monitoring findings) and providing customized technical assistance to these LEAs
- Providing posters and other awareness materials that LEAs may display in their schools and community; NCHE [posters and awareness materials](#) are available for ordering or download for this purpose.



# GOOD PRACTICES IN MCKINNEY-VENTO IMPLEMENTATION – SEA HOMELESS EDUCATION WEBSITE

Maintain a homeless education website that includes

- A local homeless liaison directory (required);
- Data on children and youth experiencing homelessness, such as a link to [NCHE's state data profile](#) (the number of students identified in the state must be posted);
- Links to resources, such as NCHE's [homeless education briefs](#), [Homeless Liaison Toolkit](#), and [online trainings](#);



# GOOD PRACTICES IN MCKINNEY-VENTO IMPLEMENTATION – SEA HOMELESS EDUCATION WEBSITE (CONT.)

- Policy memos and guidance documents, including
  - Your State’s McKinney-Vento dispute resolution process
  - Access to free school meals through the Child Nutrition Program
  - State laws related to unaccompanied minors
- Sample forms that LEAs may wish to use, including
  - Residency enrollment form
  - Form for written notification when schools and parents disagree



# GOOD PRACTICES IN MCKINNEY-VENTO IMPLEMENTATION – PROFESSIONAL DEVELOPMENT FOR LOCAL HOMELESS LIAISONS

- Reinforce that the participation of local liaisons in professional development provided by the SEA is a requirement, keep documentation on LEA participation, and follow up with those who do not participate.
- Review phone and email records to identify topics and compliance challenges to plan your training.
- Provide quality professional development that is relevant, useful, and engaging.
  - Ensure that trainings have follow-up activities, such as conference call discussions or interactive webinars.
  - Include opportunities for participants to discuss the information presented and plan ways to apply it in their LEAs.
  - Invite experienced local liaisons to share information on their programs and implementation strategies.
  - Ensure that new local liaisons have opportunities for professional development as soon as they are appointed and can receive ongoing support as they learn their role.



# GOOD PRACTICES IN MCKINNEY-VENTO IMPLEMENTATION – MONITORING LEAS FOR MCKINNEY-VENTO COMPLIANCE

- The SEA is required to conduct monitoring of LEAs to ensure compliance with the McKinney-Vento Act [42 U.S.C. § 11432(f)(5)]; this provision applies to all LEAs regardless of whether they receive subgrants.
- LEA monitoring may include
  - On-site monitoring
  - Desk (remote or virtual) monitoring
  - Inclusion of McKinney-Vento questions as part of consolidated monitoring
  - Group monitoring of several LEAs at one time
- Most monitoring protocols are structured by key provisions of the law and require evidence from documents and interviews in the LEA. An LEA monitoring protocol could be based on NCHE's [Informal LEA Needs Assessment](#).
- LEA monitoring is not only a good way to check for compliance, it provides a technical assistance opportunity.



# QUESTIONS TO CONSIDER

1. What are three key responsibilities the SEA has for McKinney-Vento implementation in LEAs?
2. What are four duties of the local liaison outlined in the law?
3. How can the State Coordinator identify LEAs that are at most risk of non-compliance with the law?
4. What professional development does the SEA offer to local liaisons, and how does it track the participation of local liaisons?
5. What process does the SEA use to ensure that all LEAs, both those with and without subgrants, are periodically monitored?



# RESOURCES

[The McKinney-Vento Act: Education for Homeless Children and Youths, Title IX, Part A of the Every Student Succeeds Act of 2015 \(42 U.S.C. Chapter 119, Subchapter VI, Part B: Education for Homeless Children and Youths §§ 11431-11435\)](#)

[NCHE: Homeless Education Briefs](#)

[NCHE: \*Homeless Liaison Toolkit\*](#)

[NCHE: LEA Informal Needs Assessment](#)

[NCHE: Online Training](#)

[NCHE: Posters and Awareness Materials \(Click on “Products”\)](#)

[NCHE: \*State Coordinator's Handbook\*](#)

[NCHE: State Data Profiles](#)

