



Student Support Services Department
Parker Family Resource Center & Homeless Services Office
Monica McRho, Homeless Program Coordinator
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HOMELESS STUDENT RIGHTS

To: PRINCIPALS- All Schools

Documents for: ADMINISTRATORS, REGISTRARS, OFFICE MANAGERS, TEACHERS, COUNSELORS, and Other Staff

The new, revised documents listed below contain new language and clarification on homeless student rights and contain information related to new laws.

Please throw out copies and delete from hard drives the homeless rights and AB 1806 documents or flyers previously sent from my office (most will have dates prior to Apr 2016 at the bottom of the page). Use the new documents below, which are dated 'Jun 2016'.

3 NEW DOCUMENTS

Distribute these new documents to appropriate staff

- Homeless Students-Summary of Rights (Jun 2016)
- Homeless Students-Responsibilities of the Educational Rights Holder (Jun 2016)
- AB 1806 Summary- Homeless Students: Expulsion Notification, Graduation Requirements, Partial Credit for Coursework (Jun 2016)

In addition, these documents require:

Posting in high traffic areas frequented by students & parents

Distribution to students/parents who are homeless or at risk of homelessness

- Homeless Students-Summary of Rights (Jun 2016)
- Homeless Students-Responsibilities of the Educational Rights Holder (Jun 2016)

Review and research current & new laws related to homeless students at:
<https://leginfo.legislature.ca.gov/faces/codes.xhtml>; <https://www.congress.gov>;
www.cde.ca.gov; www.scusd.edu/homeless-services

For questions, contact Monica McRho

Sacramento City Unified School District
HOMELESS STUDENTS - SUMMARY OF RIGHTS

District Homeless Program Coordinator: Monica McRho, 277-6892/ monicamc@scusd.edu

MCKINNEY-VENTO HOMELESS ASSISTANCE ACT: EDUCATION FOR HOMELESS CHILDREN & YOUTHS

Students may be considered homeless if they live in these or similar situations

- A public/private place that is not designed for or normally used as a place for sleeping
- In a motel/hotel, campground, or trailer due to a lack of alternative adequate accommodations
- In a shelter/transitional housing program
- Cars, parks/public spaces, abandoned buildings, substandard housing, bus/train stations, or similar settings
- Temporarily moved in with others due to loss of housing or financial problems (eviction, job loss, etc.)
- Homeless students also include unaccompanied youth, runaways, children abandoned in hospitals or awaiting foster care, and migratory children who live in the conditions described above.

Student rights under the McKinney-Vento Homeless Education Assistance Act

Educational Rights Holder (ERH): The adult who has the legal right to make educational decisions for a student or a student who has the legal right to make her/his own educational decisions.

- **Enrollment/School selection:** The district shall, according to the student's best interest, enroll the homeless student per below. In determining best interest, the school shall, to the extent feasible, keep a homeless student at the school of origin, except when doing so is contrary to the wishes of the ERH.
 1. School of Origin: Continue the homeless student at their *school of origin* for the duration of homelessness. The *school of origin* is defined as the school attended when permanently housed, or the school in which the student was last enrolled, or a school the student attended within the last fifteen months
 2. Feeder School: If the homeless student is transitioning between grade levels, the student may continue in the school district of origin in the same feeder school pattern (attendance area)
 3. School of residence: The homeless student may enroll in the public school serving the attendance area for the student's address, for which the student is eligible to attend.
 4. If the student becomes permanently housed during the academic year & is no longer homeless
 - K-8 grades: The student may continue in school of origin for the remainder of the academic year
 - 9-12 grades: The student may continue in school of origin through graduation.
- **Immediate Enrollment:** The new school shall immediately enroll the homeless student even if the student has outstanding fees, fines, textbooks, or other items or moneys due to the school last attended or is unable to produce a school uniform or records normally required for enrollment, such as previous academic records, proof of residency, medical records or other documentation (including, but not limited to, records or other proof of immunization pursuant to Chapter 1, Section 12032, Part 2 of Division 105, Health and Safety Code). *Students may receive a grace period or Conditional Enrollment in which to submit missing records.*
- If a decision is made to send the student to a school other than the one selected above by the ERH, a written explanation, including the right to appeal, will be given to the ERH, and they will be referred to the Homeless Program Coordinator, who will facilitate the dispute resolution and appeal process. *The student may be immediately enrolled & attend the school until the dispute and appeal are resolved.*
- The student has a right to attend school & participate in all eligible school activities.
- The student automatically qualifies for free school meals.
- The student may receive necessary transportation assistance to continue at school of origin.
- For unaccompanied youth, the Homeless Program Coordinator will assist with enrollment, placement and dispute resolution.
- Preschool students have special rights too. Please call for information.



For Students Enrolled in Sacramento City Unified School District

HOMELESS STUDENTS- RESPONSIBILITIES OF THE EDUCATIONAL RIGHTS HOLDER

The Educational Rights Holder is the adult who has the legal right to make educational decisions for a student or a student who has the legal right to make her/his own educational decisions.

To receive & maintain homeless rights under the "McKinney-Vento Homeless Assistance Act: Education for Homeless Children and Youths":

- Immediately:
 - Contact the *Homeless Program Coordinator* to determine your student's eligibility for homeless rights. Once eligibility is determined, the student will be registered under the homeless program and will have access to homeless rights and services. During the year, immediately notify the Homeless Program Coordinator of all changes in schools and all changes in phone number, address, & housing situation, even if you move into a primary/permanent residence and are no longer homeless.
 - Notify the school of the student's homeless situation. If registering a homeless student at the Enrollment Center or a school site, notify the staff of your situation.
 - When district staff, including the Homeless Program Coordinator, requests information or an appointment/meeting with you, respond within 2 working days or by the given due date. Requested information may include, but not be limited to, housing, address, contact information, a *Declaration of Residence*, student enrollment & attendance, etc.
 - To extend homeless rights to the next year, contact the Homeless Program Coordinator between June 1-30 (of the current school year) & submit all required information by the given due date. Students may be exited from the homeless program on June 30th unless their homeless rights are extended to the next year.
 - Before you disenroll or transfer your child to another school, consult with the Homeless Program Coordinator regarding enrollment rights & services.
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- All siblings in the family will be designated homeless using the same information unless parent indicates otherwise.
 - Appropriate school staff will be notified on a confidential need-to-know basis.
 - Make sure the student attends school regularly and is on time.
 - If the student will be absent, please notify the school immediately with the reason for the absence and the length of time the student will be out of school.
 - A student's homeless designation may be changed if there is evidence the student's situation or address has changed or McKinney-Vento eligibility has not been determined.
 - Making false claims of residency and homelessness for the purposes of enrollment, attendance, and/or to obtain homeless rights and services is illegal, will be investigated, and will result in disenrollment proceedings.

Homeless Program Coordinator: Monica McRho

Parker Family Resource Center & Homeless Services Office (PFRC)

(916) 277-6892 / fax (916) 277-6426 / monicamc@scusd.edu

Non-English speakers: Please call with an interpreter

Sacramento City Unified School District
AB 1806 SUMMARY-Homeless Students
Expulsion Notification, Graduation Requirements, Partial Credit for Coursework

(This document replaces 'AB 1806 SCUSD Summary,' contains additional language *in italics*, & includes some AB 379 mandates)

Assembly Bill 1806 became law January 1, 2015. The law, covering homeless & foster youth, amends the education code to provide homeless youth with some of the protections that were originally provided to foster youth (under AB 167). The law covers expulsion recommendations, partial credit, and exemption from SCUSD graduation requirements.

PUPIL EXPULSION

- If a pupil has an IEP and a decision to recommend expulsion is at the discretion of the Principal or Superintendent, the SCUSD Homeless Program Coordinator shall be invited to the IEP meeting that makes the manifestation determination.
- If an expulsion recommendation is a discretionary act, the SCUSD Homeless Program Coordinator shall be notified at least 10 days before the expulsion hearing.
- If an expulsion recommendation is required, the SCUSD Homeless Coordinator may be notified at least 10 days before the expulsion hearing.

EXEMPTION FROM GRADUATION REQUIREMENTS

- A homeless pupil who transfers schools any time after the completion of the their 2nd year of high school shall be exempt from SCUSD's coursework & requirements that are in addition to statewide coursework requirements, unless the pupil is reasonably able to complete SCUSD's requirements by the end of their 4th year of high school.
- If a pupil is reasonably able to complete SCUSD's graduation requirements within a fifth year of high school, the school district shall do all the following:
 - Notify the pupil & educational rights holder of pupil's option to remain in school for a fifth year
 - Inform pupil & educational rights holder how completing a fifth year will affect postsecondary school admission
 - Provide pupil with information about transfer opportunities available through California Community Colleges
- To determine whether a pupil is in the third or fourth year of high school, SCUSD can use either the number of credits earned to the date of transfer or the length of the pupil's school enrollment, *whichever will qualify for the Exemption*.
- Within 30 days of the date that a pupil may qualify for the exemption transfers into a school, SCUSD shall notify the pupil, educational rights holder, and the Homeless Coordinator of the availability of the exemption and whether the pupil qualifies for an exemption. *If SCUSD fails to provide timely notice to a student who qualifies for an exemption, the student shall be eligible for the exemption once notified, even if no longer homeless.*
- If a pupil with an exemption completes state requirements before the end of the pupil's 4th year in high school, and the pupil would otherwise be entitled to remain in school, SCUSD shall not require or request that the pupil graduate before the end of the pupil's 4th year of high school.
- If a pupil obtains an exemption, SCUSD shall:
 - Notify the pupil and educational rights holder of how the exemption will affect postsecondary school admission
 - Provide information about transfer opportunities available through the California Community Colleges
- A pupil who qualifies for the exemption shall not be required to accept the exemption or be denied the opportunity to enroll in and complete all courses for which the pupil is eligible, regardless of whether the courses fall under statewide graduation requirements.
- A pupil who qualifies for the exemption may request it at any time, and SCUSD shall grant the exemption even if the pupil previously declined it.
- Once granted, the exemption cannot be revoked. *While the pupil is enrolled in school, the exemption shall continue to apply even after a pupil is no longer homeless or if the pupil transfers to another school or school district.*
- SCUSD shall not require or request that a pupil transfer schools in order to qualify for the exemption.
- A pupil, the educational rights holder, or the Homeless Coordinator shall not request a high school transfer solely to qualify a pupil for an exemption.

PARTIAL CREDIT FOR COURSEWORK

- SCUSD shall issue full or partial credit for coursework satisfactorily completed by the pupil while attending another school (public, nonpublic, juvenile, agency, etc.), even if the pupil did not complete the entire course.
- Credits shall be applied to the same or equivalent course, if applicable, as the coursework completed in the prior school. If partial credit is awarded, the pupil shall be enrolled in the same or equivalent course, if applicable, in order to complete the course.
- A pupil shall not be required to retake a course if it was satisfactorily completed in another school. If the pupil did not complete the course, the pupil shall not be required to retake the portion that was completed unless SCUSD, in consultation with the educational rights holder, determines that the pupil is reasonably able to complete the requirements in time to graduate.
- Pupils cannot be *prevented* from retaking or taking a course in order to meet CSU or UC eligibility requirements.