

## **EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS**

### **Definitions**

Students experiencing homelessness means students who lack a fixed, regular, and adequate nighttime residence and includes: (Education Code 48852.7; 42 USC 11434a)

1. Students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals
2. Students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings
3. Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
4. Migratory children who qualify as homeless because they are living in conditions described in items #1-3 above

**Unaccompanied youth includes youth who are not in the physical custody of a parent or guardian (20 USC 11434a)**

School of origin means the school that the student experiencing homelessness attended when permanently housed or the school in which he/she was last enrolled, including a preschool. If the school the student experiencing homelessness attended when permanently housed is different from the school in which he/she was last enrolled, or if there is some other school that he/she attended within the preceding 15 months and with which he/she is connected, the district liaison shall determine, in consultation with and with the agreement of the student experiencing homelessness and the person holding the right to make educational decisions for the student, and in the best interests of the student experiencing homelessness, which school shall be deemed the school of origin. (Education Code 48852.7; 42 USC 11432)

Best interest means that, in making educational and school placement decisions for a student experiencing homelessness, consideration is given to, among other factors, educational stability, the opportunity to be educated in the least restrictive educational setting necessary to achieve academic progress, and the student's access to academic resources, services, and extracurricular and enrichment activities that are available to all district students. (Education Code 48850, 48853; 42 USC 11432)

## **EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)

### **District Liaison**

The Superintendent designates the following staff person as the district liaison for students experiencing homelessness: (42 USC 11432)

Coordinator, Student Support  
41870 McAlby Ct., Murrieta, CA 92562  
951-696-1600

The district's liaison for students experiencing homelessness shall: (Education Code 48852.5; 42 USC 11432)

1. Ensure that students experiencing homelessness are identified by school personnel through outreach and coordination activities with other entities and agencies
2. Ensure that students experiencing homelessness are enrolled in, and have a full and equal opportunity to succeed in, district schools
3. Ensure that families and children and youth experiencing homelessness have access to and receive educational services for which they are eligible, including services through Head Start and Early Head Start programs, early intervention services under Part C of the federal Individuals with Disabilities Education Act, and other preschool programs administered by the district
4. Ensure that families and students experiencing homelessness receive referrals to health care services, dental services, mental health and substance abuse services, housing services, and other appropriate services
5. Inform parents/guardians of the educational and related opportunities available to their children and ensure that they are provided with meaningful opportunities to participate in the education of their children
6. Disseminate notice of the educational rights of students experiencing homelessness in locations frequented by parents/guardians of children experiencing homelessness and youth and by unaccompanied youth, including schools, family shelters, public libraries, and hunger relief agencies (soup kitchens). The rights shall be presented in a manner and form understandable to the parents/guardians of students experiencing homelessness and unaccompanied youth.
7. Mediate enrollment disputes in accordance with law and the section "Resolving Enrollment Disputes" below

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8. Fully inform parents/guardians of students experiencing homelessness and unaccompanied youth of all transportation services, including transportation to the school of origin, and assist them in accessing transportation to the school of choice
9. Ensure that school personnel providing services to students experiencing homelessness receive professional development and other support
10. Ensure that unaccompanied youth are enrolled in school, have opportunities to meet the same challenging state academic standards established for other students, and are informed of their status as independent students under 20 USC 1087vv and that they may receive assistance from the district liaison to receive verification of their independent student status for purposes of applying for federal student aid pursuant to 20 USC 1090
11. Coordinate and collaborate with state coordinators and community and school personnel responsible for the provision of education and related services to students experiencing homelessness, including the provision of comprehensive data to the state coordinator as required by law

In addition, when notified pursuant to Education Code 48918.1, the district liaison shall assist, facilitate, or represent a student experiencing homelessness who is undergoing a disciplinary proceeding that could result in his/her expulsion. When notified pursuant to Education Code 48915.5, the district liaison shall participate in an individualized education program team meeting to make a manifestation determination regarding the behavior of a student with a disability.

The Superintendent or designee shall inform children experiencing homelessness and youth, their parents/guardians, school personnel, service providers, and advocates working with families experiencing homelessness of the duties of the district's liaison. He/she shall also provide the name and contact information of the district's liaison to the California Department of Education (CDE) for publishing on the CDE's web site. (42 USC 11432)

**Enrollment**

The district shall make placement decisions for students experiencing homelessness based on the student's best interest. (42 USC 11432)

In determining the best interest of the student, the district shall consider student-centered factors related to the student's best interest, including factors related to the impact of mobility on achievement, education, health, and safety, giving priority to the request of the student's parent/guardian or, in the case of an unaccompanied youth, the youth. (42 USC 11432)

**EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)

Such factors may include, but are not limited to, the age of the student, the distance of the commute and the impact it may have on the student's education, personal safety issues, the student's need for special instruction, the length of anticipated stay in the temporary shelter or other temporary location, likely area of future housing, school placement of siblings, and the time remaining in the school year.

However, placement decisions shall not be based on whether a student experiencing homelessness lives with his/her homeless parent/guardian or has been temporarily placed elsewhere. (42 USC 11432)

In the case of an unaccompanied youth, the liaison shall assist in placement or enrollment decisions, give priority to the views of the student, and provide notice to the student of his/her appeal rights. (42 USC 11432)

In determining a student's best interest, a student experiencing homelessness shall, to the extent feasible, be placed in his/her school of origin, unless the student's parent/guardian or the unaccompanied youth requests otherwise. (Education Code 48852.7; 42 USC 11432)

Once a placement decision has been made, the principal or designee shall immediately enroll the student in the school of choice. The student shall be enrolled even if he/she: (Education Code 48852.7; 42 USC 11432)

1. Has outstanding fees, fines, textbooks, or other items or monies due to the school last attended
2. Does not have clothing normally required by the school, such as school uniforms
3. Is unable to produce records normally required for enrollment, such as previous academic records, proof of residency, and records of immunization and other required health records
4. Has missed application or enrollment deadlines during any period of homelessness

The principal or designee shall immediately contact the school last attended by the student to obtain the relevant records. If the student needs to obtain immunizations or does not possess immunization or other required health records, the principal or designee shall refer the parent/guardian to the district liaison for students experiencing homelessness. The district liaison shall assist the parent/guardian, or the student if he/she is an unaccompanied youth, in obtaining the necessary immunizations, screenings, or records for the student. (42 USC 11432)

## **EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)

If the student is placed at a school other than his/her school of origin or the school requested by his/her parent/guardian or an unaccompanied youth, the Superintendent or designee shall provide the parent/guardian or the unaccompanied youth with a written explanation of the decision along with a statement regarding the right to appeal the placement decision. (42 USC 11432)

The student may continue attending his/her school of origin for the duration of the homelessness. (Education Code 48852.7; 42 USC 11432)

To ensure that the student experiencing homelessness has the benefit of matriculating with his/her peers in accordance with the established feeder patterns, the following shall apply: (Education Code 48852.7; 42 USC 11432)

1. If the student is transitioning between grade levels, he/she shall be allowed to continue in the same attendance area.
2. If the student is transitioning to a middle school or high school, and the school designated for matriculation is in another school district, he/she shall be allowed to continue to the school designated for matriculation in that district.

If the student's status changes before the end of the school year so that he/she is no longer experiencing homelessness, he/she shall be allowed to stay in the school of origin: (Education Code 48852.7)

1. Through the duration of the school year if he/she is in grades K-8
2. Through graduation if he/she is in high school

### **Resolving Enrollment Disputes**

If a dispute arises over student eligibility, school selection, or enrollment in a particular school, the matter shall be referred to the district liaison, who shall carry out the dispute resolution process as expeditiously as possible. (42 USC 11432)

The parent/guardian or unaccompanied youth shall be provided with a written explanation of any decisions related to eligibility, school selection, or enrollment and of the right of the parent/guardian or unaccompanied youth to appeal such decisions. (42 USC 11432)

The written explanation shall include:

1. A description of the action proposed or refused by the district
2. An explanation of why the action is proposed or refused

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3. A description of any other options the district considered and the reasons that any other options were rejected
4. A description of any other factors relevant to the district's decision and information related to the eligibility or best interest determination including the facts, witnesses, and evidence relied upon and their sources
5. Appropriate timelines to ensure any relevant deadlines are not missed
6. Contact information for the district liaison and state coordinator, and a brief description of their roles

The written explanation shall be complete, as brief as possible, simply stated, and provided in language that the parent/guardian or student can understand.

The district liaison may use an informal process as an alternative to formal dispute resolution procedures, provided that the parents/guardians or unaccompanied youth have access to the more formal process if informal resolution is not successful in resolving the matter.

In working with a student's parents/guardians or unaccompanied youth to resolve an enrollment dispute, the district liaison shall:

1. Inform them that they may provide written and/or oral documentation to support their position
2. Inform them that they may seek the assistance of social services, advocates, and/or service providers in having the dispute resolved
3. Provide them a simple form that they may use and turn in to the school to initiate the dispute resolution process
4. Provide them a copy of the dispute form they submit for their records
5. Provide them the outcome of the dispute for their records

If a parent/guardian or unaccompanied youth disagrees with the liaison's enrollment decision, he/she may appeal the decision to the Superintendent. The Superintendent shall make a determination within five working days.

If the parent/guardian chooses to appeal the district's placement decision, the district liaison shall forward all written documentation and related paperwork to the homeless liaison at the county office of education.

**EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)

Pending final resolution of the dispute, including all available appeals, the student shall be immediately enrolled in the school in which enrollment is sought and shall be allowed to attend classes and participate fully in school activities. (42 USC 11432, 11434a)

**Transportation**

The district shall provide transportation for a student experiencing homelessness to and from his/her school of origin when the student is residing within the district and the parent/guardian, or the district liaison in the case of an unaccompanied youth, requests that such transportation be provided. If the student moves outside of district boundaries, but continues to attend his/her school of origin within this district, the Superintendent or designee shall consult with the superintendent of the district in which the student is now residing to agree upon a method to apportion the responsibility and costs of the transportation. (42 USC 11432)

The district shall not be obligated to provide transportation to students who continue attending their school of origin after they cease to be homeless, unless the formerly student experiencing homelessness has an individualized education program that includes transportation as a necessary related service for the student. (Education Code 48852.7)

**Transfer of Coursework and Credits**

When a student experiencing homelessness transfers into a district school, the district shall accept and issue full credit for any coursework that the student has satisfactorily completed while attending another public school, a juvenile court school, or a nonpublic, nonsectarian school or agency and shall not require the student to retake the course. (Education Code 51225.2)

If the student experiencing homelessness did not complete the entire course, he/she shall be issued partial credit for the coursework completed and shall be required to take the portion of the course that he/she did not complete at his/her previous school. However, the district may require the student to retake the portion of the course completed if, in consultation with the holder of educational rights for the student, the district finds that the student is reasonably able to complete the requirements in time to graduate from high school. Whenever partial credit is issued to a student experiencing homelessness in any particular course, he/she shall be enrolled in the same or equivalent course, if applicable, so that he/she may continue and complete the entire course. (Education Code 51225.2)

**EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)

Partial credits shall be awarded on the basis of 0.5 credits for every seven class periods attended per subject. If the school is on a block schedule, each block schedule class period attended shall be equal to two regular class periods per subject. Partial credits and grades earned by a student shall be included on the student's official transcript within two business days of the district's notification of the student's transfer, as required under Education Code 49069.5.

In no event shall the district prevent a student experiencing homelessness from taking or retaking a course to meet the eligibility requirements for admission to the California State University or the University of California. (Education Code 51225.2)

**Applicability of Graduation Requirements**

To obtain a high school diploma, a student experiencing homelessness shall complete all courses required by Education Code 51225.3 and fulfill any additional graduation requirements prescribed by the Governing Board.

However, when a student experiencing homelessness who has completed his/her second year of high school transfers into the district from another school district or transfers between high schools within the district, he/she shall be exempted from all district-adopted coursework and other district-established graduation requirements, unless the district makes a finding that the student is reasonably able to complete the additional requirements in time to graduate from high school by the end of his/her fourth year of high school. Within 30 calendar days of the student experiencing homelessness's transfer, the Superintendent or designee shall notify the student, the person holding the right to make educational decisions for him/her, and the district liaison for students experiencing homelessness of the availability of the exemption and whether the student qualifies for it. If the Superintendent or designee fails to provide this notification, the student shall be eligible for the exemption once notified, even if the notification occurs after the student is no longer homeless. (Education Code 51225.1)

To determine whether a student experiencing homelessness is in his/her third or fourth year of high school, the district shall use either the number of credits he/she has earned as of the date of the transfer or the length of his/her school enrollment, whichever qualifies him/her for the exemption. (Education Code 51225.1)

The Superintendent or designee shall notify any student experiencing homelessness who is granted an exemption and the person holding the right to make educational decisions for him/her how any requirements that are waived will affect the student's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges. (Education Code 51225.1)



## **EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)

The district shall not require or request a student experiencing homelessness to transfer schools in order to qualify for an exemption and no request for a transfer solely to qualify for an exemption shall be made by a student experiencing homelessness, the person holding the right to make educational decisions for the student, or the district liaison on behalf of the student. (Education Code 51225.1)

If a student experiencing homelessness is exempted from local graduation requirements, the exemption shall continue to apply after the student is no longer homeless or if he/she transfers to another school or school district. (Education Code 51225.1)

If the Superintendent or designee determines that a student experiencing homelessness is reasonably able to complete district graduation requirements within his/her fifth year of high school, he/she shall: (Education Code 51225.1)

1. Inform the student and, if under 18 years of age, the person holding the right to make educational decisions for him/her, of the option available to the student to remain in school for a fifth year to complete the district's graduation requirements and how that will affect his/her ability to gain admission to a postsecondary educational institution
2. Provide information to the student experiencing homelessness about transfer opportunities available through the California Community Colleges
3. Upon agreement with the student experiencing homelessness or with the person holding the right to make educational decisions for him/her if he/she is under 18 years of age, permit the student to stay in school for a fifth year to complete the district's graduation requirements

### **Eligibility for Extracurricular Activities**

A student experiencing homelessness who enrolls in any district school shall be immediately deemed to meet all residency requirements for participation in interscholastic sports or other extracurricular activities. (Education Code 48850)

### **Notification and Complaints**

Information regarding the educational rights of students experiencing homelessness, as specified in Education Code 51225.1 and 51225.2, shall be included in the annual uniform complaint procedures notification distributed to students, parents/guardians, employees, and other interested parties pursuant to 5 CCR 4622. (Education Code 51225.1, 51225.2)

**EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)

Any complaint that the district has not complied with requirements regarding the education of students experiencing homelessness, as specified in Education Code 51225.1 or 51225.2, may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures.

**Policy Reference Disclaimer:** These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

**State Resources**

5 CCR 4600-4670  
Ed. Code 39807.5  
Ed. Code 48850

Ed. Code 48852.5

Ed. Code 48852.7

Ed. Code 48915.5

Ed. Code 48918.1  
Ed. Code 51225.1-51225.3  
Ed. Code 52052

Ed. Code 52060-52077

**Description**

Uniform complaint procedures  
Payment of transportation costs by parents  
Participation of students experiencing homelessness and foster youth in extracurricular activities and interscholastic sports  
Notice of educational rights of students experiencing homelessness  
Education of students experiencing homelessness; immediate enrollment  
Recommended expulsion, student experiencing homelessness with disabilities  
Notice of recommended expulsion  
Graduation requirements  
Accountability; numerically significant student subgroups  
Local control and accountability plan

**Federal Resources**

20 USC 1087vv  
20 USC 1232g

20 USC 6311  
42 USC 11431-11435  
42 USC 12705

**Description**

Free Application for Federal Student Aid; definitions  
Family Educational Rights and Privacy Act (FERPA) of 1974  
State plan  
McKinney-Vento Homeless Assistance Act  
Cranston-Gonzalez National Affordable Housing Act; state and local strategies

**Management Resources**

California Child Welfare Council

California Department of Education Publication

National Center for Homeless Education Publication  
U.S. Department of Education Guidance  
U.S. Department of Education Guidance

Website

Website

Website

**Description**

Partial Credit Model Policy and Practice Recommendations  
Homeless Education Dispute Resolution Process, January 30, 2007  
Homeless Liaison Toolkit, 2013  
Dear Colleague Letter, July 27, 2016  
Education for Children experiencing homelessness and Youths Program, Non-Regulatory Guidance, July 2016  
California Department of Education, Children experiencing homelessness and Youth Education  
National Center for Homeless Education at SERVE  
National Law Center on Homelessness and Poverty

**EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS** (continued)**Management Resources** (continued)

Website

**Description**

U.S. Department of Education - Education for Children experiencing homelessness and Youths Grants for State and Local Activities  
California Child Welfare Council

Website

**Cross Reference**

0410

0415

0460

0470

0500

1113

1312.3

1400

3250

3260

3515.4

3541

3550

3553

4131

4231

4331

5111

5111.1

5113.1

5125

5125.1

5125.2

5132

5141.26

5141.31

5141.32

5141.6

5144.1

5144.2

5145.6

5148.2

5148.3

6011

6143

6145.2

6146.1

6146.3

6159

6159.1

6159.3

**Description**

Nondiscrimination In District Programs And Activities  
Equity

Local Control And Accountability Plan

COVID-19 Mitigation Plan

Accountability

District And School Web Sites

Uniform Complaint Procedures

Relations Between Other Governmental Agencies  
And The Schools

Transportation Fees

Fees And Charges

Recovery For Property Loss Or Damage

Transportation Routes And Services

Food Service/Child Nutrition Program

Free And Reduced Price Meals

Staff Development

Staff Development

Staff Development

Admission

District Residency

Chronic Absence And Truancy

Student Records

Release Of Directory Information

Withholding Grades, Diploma Or Transcripts

Dress And Grooming

Tuberculosis Testing

Immunizations

Health Screening For School Entry

School Health Services

Suspension And Expulsion/Due Process

Suspension And Expulsion/Due Process (Students  
With Disabilities)

Parental Notifications

Before/After School Programs

Preschool/Early Childhood Education

Academic Standards

Courses Of Study

Athletic Competition

High School Graduation Requirements

Reciprocity Of Academic Credit

Individualized Education Program

Procedural Safeguards And Complaints For Special  
Education

Appointment Of Surrogate Parent For Special  
Education Students

**EDUCATION FOR CHILDREN EXPERIENCING HOMELESSNESS (continued)**

**Cross Reference (continued)**

6162.51  
6164.2  
6171  
6173.1  
6174  
6177  
6178  
6179  
6190

**Description**

State Academic Achievement Tests  
Guidance/Counseling Services  
Title I Programs  
Education For Foster Youth  
Education For English Learners  
Summer Learning Programs  
Career Technical Education  
Supplemental Instruction  
Evaluation Of The Instructional Program

Regulation  
approved: February 9, 2006  
revised: February 10, 2022

**MURRIETA VALLEY USD**  
Murrieta, California

Education For Children Experiencing Homelessness (Exhibit)

DISTRICT EXPLANATION OF DECISION
RELATED TO ELIGIBILITY, SCHOOL SELECTION, OR ENROLLMENT

Instructions: The following form provides notice and explanation to a student's parent/guardian or an unaccompanied youth regarding the district's decision related to student eligibility, school selection, or enrollment.

Date: Name of person completing form:
Title: Phone number:

In accordance with the federal McKinney-Vento Homeless Assistance Act (42 USC 11431-11435), this notification is being provided to either:

Name of parent(s)/guardian(s):
Name of unaccompanied student:

School requested:

District's placement decision (name of school):

Action(s) proposed/refused by the district related to eligibility, school selection, or enrollment:

Five horizontal lines for providing details on proposed or refused actions.

The district's determination regarding eligibility, school selection, or enrollment was based upon the following evidence and for the following reasons:

Five horizontal lines for providing evidence and reasons for the district's determination.

Other options that the district considered, if any, included the following options which were rejected for the following reasons:

Five horizontal lines for providing details on other options considered and reasons for rejection.

**Education For Children Experiencing Homelessness** (Exhibit continued)

Factors relevant to the district's decision and information related to the eligibility or best interest determination including the facts, witnesses, and evidence relied upon and their sources, if any:

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You have the right to appeal this decision to the district Superintendent. To do so, contact the district's homeless liaison listed below within the next \_\_\_\_\_ business days to request a Dispute Form. You may provide written or verbal documentation to support your position, and may also seek the assistance of social services, advocates, and/or service providers in the dispute process. The Superintendent or designee will review all the evidence and will notify you of his/her decision within \_\_\_\_\_ business days.

If you are not satisfied with the Superintendent's decision, you may appeal to the Riverside County Office of Education. If you are not satisfied with the county office's decision, you may then appeal to the California Department of Education. The district's homeless liaison can assist you with this appeal.

**CONTACT INFORMATION:**

**District Liaison:** The district liaison is one of the primary contacts between homeless families and school or district staff. He/she is responsible for coordinating services to ensure that students experiencing homelessness enroll in school and have the opportunity to succeed academically, and mediates enrollment disputes as needed.

Name of district's homeless liaison: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

**County Liaison:** If you appeal the district's decision to the county office of education, the district liaison shall forward all written documentation and related paperwork to the homeless liaison at the county office. The county liaison will review the materials and determine the eligibility, school selection, or enrollment decision within five working days of receiving the materials. He/she will notify you of the decision.

Name of County Office of Education Homeless Liaison: \_\_\_\_\_  
Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

**Education For Children Experiencing Homelessness** (Exhibit continued)

**State Coordinator:** If you appeal the county office's decision to the California Department of Education, the county homeless liaison shall forward all written documentation and related paperwork to the State Homeless Coordinator. The state coordinator will review the district, county office, and parent/guardian information and will notify you of the decision within ten working days of receiving the materials.

Name of State Homeless Coordinator: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

**RIGHTS:**

Pending the final resolution of this dispute, including the period of all appeals, the student has the right to immediately enroll in the school requested and to participate fully in school activities at that school.

**Education For Children Experiencing Homelessness** (Exhibit continued)

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**DISPUTE FORM**

Instructions: This form is to be completed by a parent/guardian or student when a dispute regarding enrollment has arisen. As an alternative to completing this form, the information on this form may be shared verbally with the district's liaison for students experiencing homelessness.

Date submitted: \_\_\_\_\_  
Student's name: \_\_\_\_\_ Name of person completing form: \_\_\_\_\_  
Relation to student: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone number: \_\_\_\_\_

Name of school requested: \_\_\_\_\_

I wish to appeal the eligibility, school selection, or enrollment decision made by:

- District Liaison
- District Superintendent
- County Office of Education Liaison

Reason for the appeal: You may include an explanation to support your appeal in this space or provide your explanation verbally.

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I have been provided with:

- A written explanation of the District's decision
- Contact information for the District's Homeless Liaison
- Contact information for the County Office of Education's Homeless Liaison
- Contact information for the State Homeless Coordinator