



NYSTEACHS

NEW YORK STATE TECHNICAL AND EDUCATION
ASSISTANCE CENTER FOR HOMELESS STUDENTS

Transportation for Students in Temporary Housing



Presented by the New York State Technical and Education Assistance Center for Homeless Students (NYS-TEACHS)

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Trainings

NYS-TEACHS provides free trainings and webinars for school districts, social service providers, and other professionals about the educational rights of children and youth experiencing homelessness.

You can:

- ◆ Register for an upcoming event in [New York City](#) or [New York State](#) (outside NYC)
- ◆ View [training materials from past events](#) and watch recorded webinars
- ◆ Download materials to present a [turn-key training](#)

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NYS-TEACHS

- New York State Technical and Education Assistance Center for Homeless Students
- Funded by the New York State Education Department and housed at Advocates for Children of New York
- We provide technical assistance on homeless education issues. Our services include:
 - Infoline (800-388-2014)
 - Website (www.nysteachs.org)
 - Events – currently all web-based
 - Outreach Materials



NYSTEACHS

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Poll

What is your role?

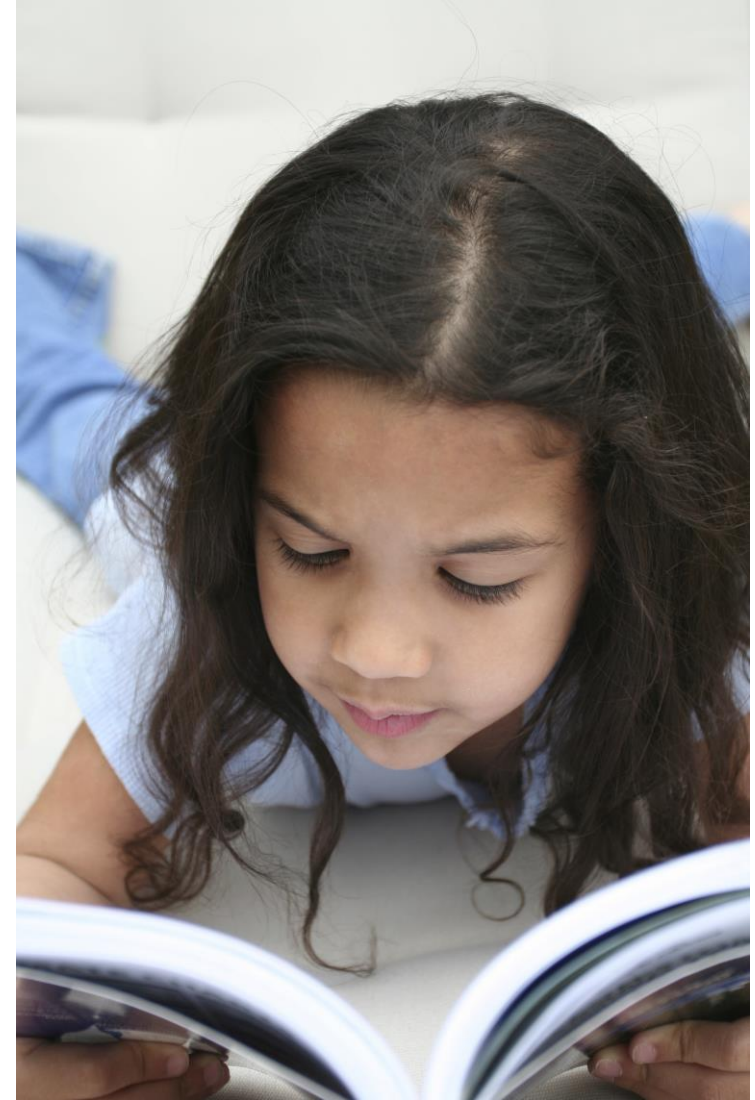
- A. School/District
McKinney-Vento
Liaison
- B. Transportation Dept
Staff
- C. Other School/District
professional
- D. Other
agency/organization

Goals

Participants will:

1. Learn when and how to **provide transportation to school** for students experiencing homelessness.
2. Reflect on how transportation can **benefit school stability and family collaboration**.
3. Identify key info and resources to **share with colleagues and families**.

Ava is staying temporarily with relatives



Outcomes for Students in Temporary Housing: Stability is key

○ Academic Outcomes

- School stability affects academic achievement

○ Social/Emotional Outcomes

- Stable relationships can help mitigate “toxic” effects of stress caused by loss of housing



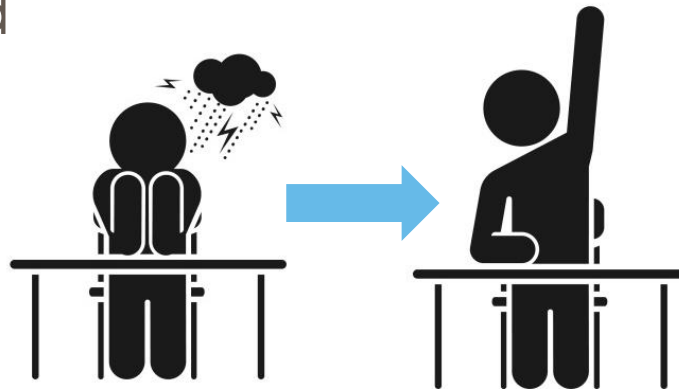
Transportation plays a major part in ensuring school stability!

Working with Youth and Families

Trauma-sensitive strategies should be used by all school personnel, **including school bus drivers** and other transportation department staff.

Provide a welcoming environment. Use a trauma-sensitive lens.

- Provide a safe and comforting environment
- Be empathetic
- Avoid blame or shame
- Focus on partnership, not control or authority
- Focus on student and family strengths



McKinney-Vento Act, New Guidance and Resources

The McKinney-Vento Act is still in effect. For new guidance related to the COVID-19 pandemic and education, look to NYSED and NYS-TEACHS.

Federal Law: **McKinney-Vento Act**

New York State **Education Law Section 3209**

NYS **Commissioner's Regulations Section 100.2(x)**

COVID-19 Updates:

- [NYSED's Coronavirus Guidance and News](#)
- [NYS-TEACHS COVID-19 Newsfeed](#)
- [NYSED's Pupil Transportation Newsfeed](#)



Who is covered by the McKinney-Vento Act?

Children and youth who lack a fixed, regular, and adequate nighttime residence, including those:

- **Sharing the housing of others due to loss of housing, economic hardship or a similar reason**
- **Living in emergency or transitional shelters**
 - Living in motels, hotels, trailer parks, camping grounds *due to the lack of alternative adequate accommodations*
 - Abandoned in hospitals
 - Living in a public or private place not designed for sleeping
 - Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, etc.
 - Migratory living in circumstances described above

Poll

Students are entitled to transportation to their school of origin through the remainder of the school year in which they move from temporary to permanent housing.

- a. True
- b. False

3 Key Transportation Rules for Students in Temporary Housing

- Students experiencing homelessness, including preschoolers, are entitled to **transportation to school of origin**.
- Students **who move into permanent housing** are entitled to **transportation through the remainder of the school year** and an additional year if it is the child's terminal grade in the school.
- Students **who enroll locally are entitled to comparable transportation** as their permanently housed peers receive, and elimination of barriers to enroll in and attend school.



Poll

In most cases, the school district where the student is enrolled is responsible for providing transportation.

- a. True
- b. False

District of Attendance is Usually Responsible for Providing Transportation



School attended when last permanently housed
(**School of Origin**)



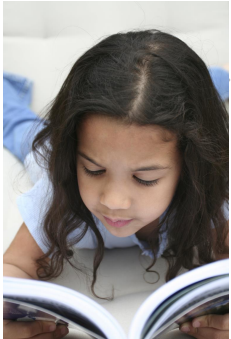
School most recently attended
(Also a **School of Origin**)



School serving area where student is temporarily living
(**New Local School**)

**Student attends a
SCHOOL OF ORIGIN**

- **School District of Origin** transports student to and from school
- Up to 50 miles
- *Note: Applies to beyond 50 miles if in student's best interest according to State Ed Dep't Commissioner (State Education Law § 3209)*



**Ava's
Temporary
Address**

**Up to 50 miles
each way**

School District of Origin



**School attended
when last
permanently
housed
OR
School most
recently attended**

Student TRANSFERS to a LOCAL SCHOOL

- Student entitled to comparable transportation as other students in local district
- Elimination of barriers to enroll in and attend school



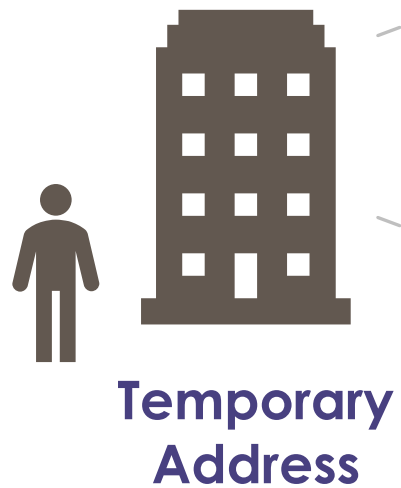
**Mike's
Temporary
Address**

New Local School



**School serving
area where
student is
temporarily living**

Designated District of Attendance is Responsible for Providing Transportation



Up to 50 miles each way



Last permanently housed

Up to 50 miles each way



Most recently attended

Same as other students in district



New local school

Poll

Which district will transport Ava to school?

Ava is living in temporary housing in **District B** and is continuing school in **District A**.

- a. District A
- b. District B
- c. District A, after District B enrolls the student and sends a STAC form to District B.

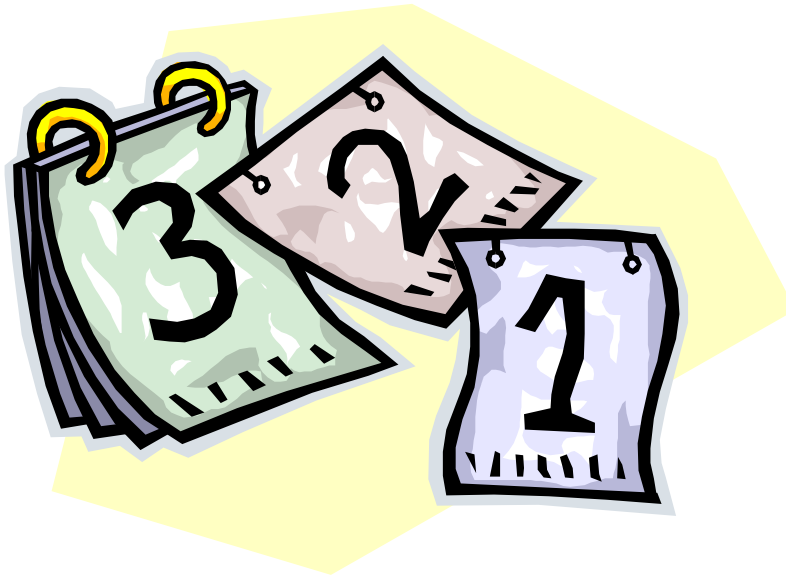
Poll

How will Mike get to school?

- Last permanently housed in **District A**.
- Stayed **briefly in District B**
- Mike is now living in temporary housing in **District C**, where he is enrolling in the local school.

- a. District A will transport Mike from house in District C to school in District C.
- b. District B will transport Mike from house in District C to school in District C.
- c. Mike will use same transportation as permanently housed children in District C use.

Timeline: Three business days to set up transportation



When is the Department of Social Services (DSS) responsible for transportation?

Department of social services placed the family in emergency housing outside of the school district where the student goes to school



Student is eligible for Emergency Assistance for Families (EAF)

Poll

Where DSS is responsible for transportation and asks the designated school district to arrange it, DSS must reimburse the school district.

a.True

b.False

Obligations of the Local Department of Social Services

- **LDSS responsible for transporting students who meet criteria** (LDSS placed in temporary housing outside the school district where student is enrolled + student EAF-eligible), including:
 - Students with individualized education programs (IEPs), including specialized transportation services
 - Preschool students
- If LDSS requests that the designated school district of attendance provide or arrange for this transportation, **LDSS must fully and promptly reimburse the school district** for the cost as determined by the school district.
 - District does not receive transportation aid for student, bills LDSS for entire cost of transportation.
 - [Sample DSS transportation protocol](#)

Modes of Transportation

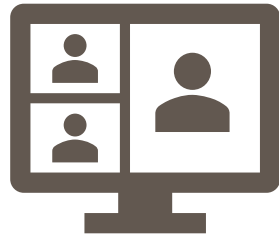
- Yellow bus
- Approved van / taxi services
- Reimburse for gas/mileage
- Share bus route with neighboring school district or BOCES
- Provide bus/train passes (e.g. MetroNorth, LIRR, MetroCard)
- Other types of transportation approved by district's transportation department
- **How do you decide?**
 - Where possible should be **comparable** mode of transportation per McKinney-Vento
 - Mode of transportation can't pose **barrier** to continued enrollment



Tips for Providing Transportation

1. Set up meetings and collaborate with local McKinney-Vento Liaisons and transportation directors.

2. Use technology to **streamline processes** of requesting transportation and finding bus routes.

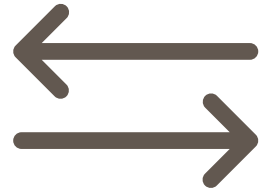


3. Develop shared forms



4. Explore **flexible bus routes** that can be implemented easily, based on known temporary housing locations.

5. Plan for unforeseen circumstances.



Tips for Providing Transportation

6. Identify a **transportation point person** for students in temporary housing.

7. Train bus drivers and dispatchers on McKinney-Vento eligibility.



8. Abide by **safety standards.**



9. Allow parents to accompany young children on public transportation.



10. Develop systems that allow parents/youth to drive themselves to school if they are willing and able.

Collaboration btw MV Liaison + School Transportation Director

- **Who should be make MV eligibility decisions?**
 - MV Liaison makes eligibility determinations. Transportation staff, like other school staff, are important eyes and ears.
- **Best practices:**
 - District should involve transportation director at earliest point in eligibility and school selection process.
 - District should review MV determinations at the end of each year so that Transportation Directors have time to plan for fall routes.
- **Remember:**
 - No limit to homelessness time-frame if student continues to meet MV definition.
 - Districts must make MV eligibility decisions on a case-by-case basis.

Transportation to (pre)school of origin

State law defines **preschool** as publicly funded:



Pre-k programs administered by a local educational agency (LEA) or NYSED



Head Start programs administered by an LEA



Preschool services under the Individuals with Disabilities Act (IDEA) administered by an LEA

- School of origin protections, **including transportation**, are available for **preschoolers**
- Preschoolers are entitled to transportation to school of origin **even if transportation is not provided to permanently housed children who attend the same program.**
- SED Memo, 2/28/17: [Information on Transportation of Prekindergarten Students under Four Years of Age](#)

What About Transportation to...?

Extra-Curricular Activities

Districts (or DSS, if applicable) must provide transportation if:

- Student is participating or would like to participate in an extracurricular activity,
- The student meets relevant eligibility criteria, and
- Lack of transportation poses a barrier to participation.

Education Law §3209(4)(f); 8 NYCRR §100.2(x)(6)(vi).

Summer School

Districts must provide transportation if:

- Student has been recommended to participate in summer school, and
- Lack of transportation poses a barrier to participation.

Education Law §3209(4)(e); 8 NYCRR §100.2(x)(6)(v).



Poll

Which of the following funding sources can be used for transportation costs for students in temporary housing?

- a. State Transportation Aid
- b. RHY Reimbursement for students in Runaway & Homeless Youth shelters
- c. Title I, Part A for excess costs associated with transportation of students who are homeless
- d. All of the above

Transportation Funding Sources

State Aid

RHY
Reimbursement

Title I, Part A

**DSS is responsible for transportation when family was placed in emergency housing outside District of Origin + student is EAF-eligible*

State Aid: Transportation Aid Ratios

Allowable
Transportation
Expenses



District's
Transportation
Aid Ratio



District's State
Aid for
Transportation

AVERAGE: 60%

Max: 90%

Min: 6.5 %

District Transportation Aid Ratios:

http://www.p12.nysed.gov/schoolbus/BusinessOfficial/htm/transportation_aid_ratios.html

What if the student is staying at a Runaway and Homeless Youth (RHY) facility?



NYS Education Department

RHY A TRANSPORTATION PROGRAM

AGENCY NAME _____ SCHOOL DISTRICT _____ MONTH/YEAR _____
 PROGRAM NAME _____ OF PROGRAM _____ COUNTY/BOROUGH _____

(1) CHECK NUMBER	PAYEE NAME TYPE OF TRANSPORTATION (PUBLIC, YELLOW BUS, TAXI, AGENCY)	YOUTH (USE INITIALS) # OF YOUTH	DESTINATION SCHOOL/DISTRICT # OF MILES ONE-WAY	NUMBER OF DAYS OR ROUND TRIPS	UNIT COST AND BASIS	SERVICE PERIOD FROM TO	GROSS AMOUNT OF CHECK AMOUNT CHARGED TO SED
(1)							
(2)							
(1)							
(2)							
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(2)							
(1)							
(2)							
TOTAL CHARGED TO SED							

SIGNATURE _____ DATE _____ PHONE _____
SCHOOL DISTRICT ATTENDANCE OFFICER OR DESIGNEE

I CERTIFY THAT THE EXPENSES LISTED ABOVE ARE JUST, TRUE, AND CORRECT, THAT THEY ARE APPROPRIATELY DOCUMENTED, THAT THEY HAVE NOT BEEN PREVIOUSLY CLAIMED, THAT ALL COSTS CLAIMED ARE FOR PUPIL TRANSPORTATION OF A HOMELESS CHILD IN ACCORDANCE WITH SECTION 3209 OF THE STATE EDUCATION LAW, RESIDING IN THE SHELTER, AND THAT SUCH EXPENSES REFLECT THE MOST COST BENEFICIAL MODE OF TRANSPORTATION AVAILABLE. IF AN AUDIT OF THE PROGRAM REVEALS THAT THIS STATEMENT IS UNTRUE, ANY REIMBURSED QUESTIONED COSTS MUST BE RETURNED TO THE STATE EDUCATION DEPARTMENT.

SIGNATURE _____ DATE _____ PHONE _____
WARRANT NAME TITLE

Title I, Part A Set-Aside \$



- Districts may use Title I, Part A set-aside funds to **defray the excess costs of transporting homeless students** to and from their school of origin.
- What is the excess cost of transportation for a student experiencing homelessness?
 - Difference between what LEA normally spends and cost of transporting student who is homeless.

USDE Non-Regulatory Guidance, Questions J-7, J-8

Transportation for Remainder of the School Year

- Student can stay **enrolled in the same school for remainder of school year** after becoming permanently housed and receive transportation to their school of origin.
 - + 1 additional year if child's terminal year in the school.
- Remainder of SY transportation provided by the *district of attendance*, even if student was previously transported by LDSS.
 - District of attendance may bill the new district of residence for the transportation costs left over after receiving State Aid.



What if the student attends a Charter School?

- **A school district of attendance must be designated on the student's STAC-202 Form.**
 - Underlying public school district, not the charter school itself.
 - May be District of Origin or District of Current Location.
 - Responsible for transportation and other services (e.g. special education services).
- **Designated district is responsible for transportation:**
 - District of Origin – Up to 50 miles each way.
 - District of Current Location – Same as provided for permanently housed students (e.g. 15 miles)

Recap: Transportation to School of Origin

Becomes permanently housed

The school year is over. Does student have **one** more year in their school building?

Duration of student's homelessness

Remainder of the school year

+ Additional year if terminal grade

Who is responsible for transporting?

- DSS if DSS placed student outside of designated district + student EAF-eligible
- If DSS not responsible, **designated district of attendance**

Who is responsible for transporting?

- **Designated district of attendance**
- District of attendance may bill the new district of residence for the transportation costs left over after receiving State Aid.

RESOURCE SPOTLIGHT

Transportation Guide for Students in Temporary Housing



- Housing situation
- Transportation requirements
- Responsible Agency
- Funding Sources
- Legal Authority

Housing Situation	Transportation	Responsibility	Funding Sources	Legal Authority
Temporarily Housed <u>Within</u> the School District	Student is entitled to transportation to their school of origin ¹ , including public preschool (e.g., pre-k), even if the student is temporarily housed in a different school zone. If the student transfers to a local school zoned for where they are temporarily residing, they are entitled to transportation comparable to permanently housed students, unless the lack of transportation poses a barrier to the student's attendance in school.	The school district where the student is enrolled is responsible for transportation.	State transportation aid ² (claimed by district where student is enrolled) AND If the student attends the school of origin, Title I, Part A set-aside funds for expenses not reimbursed by State transportation aid	20 U.S.C. § 6313(c)(3)(C)(ii)(II); 42 U.S.C. § 11432(g)(1)(J)(ii)(I); 42 U.S.C. § 11432 (g)(4)(A); N.Y. Education Law § 3209(4)(c); N.Y. Education Law § 3209(4)(d); N.Y. Education Law § 3209(6)(b); N.Y. Education Law § 3622-a(1); 8 N.Y.C.R.R. § 100.2(x)(6)(ii)-(iv).
Temporarily Housed <u>Outside</u> of the School District, but not in Department of Social Services Emergency Housing Placement	Student is entitled to transportation to and from the school of origin, including public preschool (e.g., pre-k), up to 50 miles one way, unless the commissioner certifies that a distance greater than 50 miles is in the best interest of the student. Parent may also be entitled to transportation if student cannot travel alone.	The school district where the student is enrolled is responsible for transportation.	State transportation aid (claimed by district where student is enrolled) AND Title I, Part A set-aside funds for expenses not reimbursed by State transportation aid	20 U.S.C. § 6313(c)(3)(C)(ii)(II); 42 U.S.C. § 11432(g)(1)(J)(ii); N.Y. Education Law § 3209(4)(c); N.Y. Education Law § 3622-a(1); 8 N.Y.C.R.R. § 100.2(x)(6)(iv).
Temporarily Housed <u>Outside</u> of the School District in a <u>Department of Social Services (DSS) Emergency Housing Placement</u>	Student is entitled to transportation to and from the school of origin, including public school (e.g., pre-k), up to 50 miles one way, unless the commissioner certifies that a distance greater than 50 miles is in the best interest of the student. Parent may also be entitled to transportation if student cannot travel alone.	The local department of social services (DSS) is responsible for transportation if it places a student in emergency housing outside of the school district and the student is eligible for Emergency Assistance for Families (EAF). This includes children who attend pre-k and students who attend school at a BOCES. If DSS requests that the school district provide transportation, the school district must transport and the DSS must promptly reimburse the school district. If student is not eligible for EAF or if DSS places the family in emergency housing within the school district, the school district is responsible for transportation.	If school district transports, DSS reimburses the school district. School district cannot claim State transportation aid for expenses reimbursed by DSS. DSS receives federal Temporary Assistance for Needy Families (TANF) funding for transportation expenses.	42 U.S.C. § 11432(g)(1)(J)(iii); N.Y. Education Law § 3209(4)(a).
Temporarily Housed <u>Outside</u> of the School District in a <u>Runaway and Homeless Youth (RHY) Program</u>	Student is entitled to transportation to and from the school of origin, including public school (e.g., pre-k), up to 50 miles one way, unless the commissioner certifies that a distance greater than 50 miles is in the best interest of the student. Parent may also be entitled to transportation if student cannot travel alone.	The school district where the student is enrolled is responsible for transportation.	Full reimbursement from the New York State Education Department using the RHY Transportation Reimbursement Form .	42 U.S.C. § 11432(g)(1)(J)(ii); N.Y. Education Law § 3209(4)(b); 8 N.Y.C.R.R. § 100.2(x)(6)(iv).
Temporarily Housed in a <u>Neighboring State</u>	Student is entitled to transportation to and from the school of origin, including public school (e.g., pre-k).	If the NY school district where the student is enrolled and the school district in the other state cannot agree to a method of assigning responsibilities and costs, the responsibilities and costs are split equally.	State transportation aid AND Title I, Part A set-aside funds for expenses not reimbursed by State transportation aid	20 U.S.C. § 6313(c)(3)(C)(ii)(II); 42 U.S.C. § 11432(g)(1)(J)(ii)(II); N.Y. Education Law § 3209(4)(g); N.Y. Education Law § 3622-a(1).

Tips for Transportation Directors

○ Prepare

- Ensure that all transportation staff are familiar with McKinney-Vento eligibility and procedures
- Regularly communicate with the district's McKinney-Vento liaison about students identified as homeless and develop communication protocol for expediting transportation
- Educate transportation staff about the importance of transportation in ensuring school stability and how that impacts the academic success and social emotional well-being of students experiencing homelessness
- Share details about possible commute times with liaison to share with parents so that parents can make better informed decisions about school selection
- Know your district's transportation aid ratio so that you can effectively communicate with district leadership about the net cost of transporting students experiencing homelessness

○ Support

- Do not disclose homeless situations of students to their peers, but do share housing information of students with the district's McKinney-Vento liaison
- Incorporate trauma sensitivity with parents and youth

○ Act

- Investigate all possibilities for funding (Title I, RHY, State Aid)
- Look into using special education and/or magnet school buses



Visit our
website for
more tip sheets
for school roles

nysteachs.org

NYS-TEACHS

Check-In Checklist



CHECK-IN CHECKLIST: Connecting with Families During Hybrid and Remote Instruction

Whether your students are returning to school in-person, remotely, or a combination of both, liaisons play a critical role in helping students and families experiencing homelessness meet their **basic needs** (e.g., food), **education-related needs** (e.g., remote learning tools), and **social-emotional needs** (e.g., supportive connections).

One obstacle liaisons may face this year is maintaining consistent communication and connection with the students and families that they work with. This "Check-in Checklist" provides strategies liaisons can use in their outreach to families and youth, making sure that they are connected to school.



OUTREACH



Make a plan to regularly connect with ALL parents and unaccompanied youth in temporary housing.

- Ideally, **all parents and unaccompanied youth in temporary housing should receive at regular individualized calls** during this time to check in on how they are doing and make sure they are connected with any needed supports from the school (e.g., help with remote learning, accessing grab and go meals) and from the community (e.g., referral for food pantry, housing assistance, benefits). If that is not possible, prioritize individual outreach to your most **highly mobile families and unaccompanied youth**, first.
- **Consider who else in the school/district is already doing this outreach and who might be available to help you.** In most districts, the McKinney-Vento liaison is taking the lead on outreach to families in temporary housing, but in some districts this is more than a one-person job, and liaisons are enlisting the help of others (e.g., teachers, counselors, student advisors, coaches, and other school or district staff), especially those with whom the student or family has a relationship. **Remember to coordinate your calls** with any that other staff may be making. Most parents, for example, don't want calls from three different people from their child's school in one week asking how they're doing. If possible, try to make sure that the same person is checking in with the same family. It's all about relationships!

Key Takeaways: Transportation

- When a student attends a school of origin, the **school district of origin is responsible for providing transportation up to 50 miles to/from school.**
- Transportation **must be arranged by district or responsible agency within 3 business days.**
- If a family is **placed by DSS in emergency housing outside the district of attendance and the student is EAF-eligible**, DSS is responsible for transportation.
- A student who moves into permanent housing is entitled to **transportation to and from their school of origin for the remainder of the academic year.**
- Transportation expenses for students in temporary housing are **aidable up to 50 miles each way.**

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