Supporting Students in Temporary Housing: Role and Responsibilities of McKinney-Vento Liaisons

Presented By: NYS TEACHS

Thursday, October 28, 2021 9:30am -11:00 am





Webinar Norms



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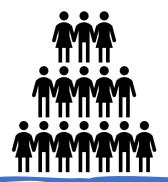
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For questions, please email Rita Danis at RDanis@measinc.com. She will get back to you as soon as she is able.





Who Is In The Room?



Are you a...

- New McKinney Vento Liaison (1st Year)
- McKinney Vento Liaison (2-4 years)
- McKinney Vento Liaison (5 9 years)
- McKinney Vento Liaison (10 + years)
- Other School/District Staff

Which region are you from?

- * Western Region
- * Finger Lakes
- * Central Region
- * Southern Tier
- * Mohawk Valley

- * Capital Region
- * Hudson Valley
- * New York city
- * Long Island
- * North Country





Welcome!

Outcomes

In today's webinar, participants will:

- Become familiar with the role of a McKinney-Vento liaison.
- Learn about the responsibilities of a liaison when assisting children and families experiencing homelessness.
- Receive resources to support the work of McKinney-Vento liaisons.











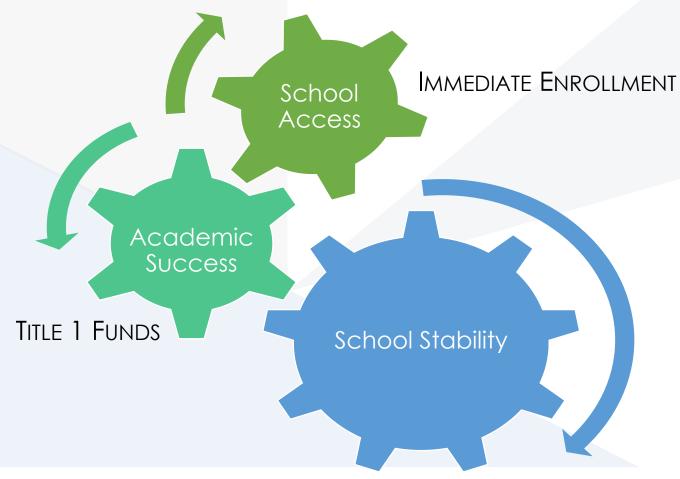
- What are the Responsibilities of a McKinney-Vento Liaison
- Check for Understanding
- Session Feedback/Sharing Resources





McKinney-Vento Homeless Assistance Act

- Federal Law established in 1987
- Reauthorized in 2015 as part of ESSA



Transportation to School of Origin





McKinney-Vento Act Requires...

The McKinney-Vento Act requires every school district, charter school, and BOCES to appoint a McKinney-Vento Liaison. (Section 722(g)(1)(J)(ii)).

The liaison coordinates services to ensure that homeless children and youths enroll in school and have the opportunity to succeed academically.





42 U.S.C. § 11432(g)(1)(J)(ii)



McKinney-Vento Liaison's Knowledge

The rights and services provided by the McKinney-Vento Homeless Act, Ed Law 3209 and the Commissioner Regulations 100.2 (x) Community resources to assist students and families.

The role of a McKinney-Vento liaison

Challenges faced by students

McKinney-Vento Liaison

District/
School Policies





McKinney-Vento Liaison's Skills

Skill in explaining the provisions of the McKinney-Vento Act to administrators and staff Ability to provide professional learning and technical assistance to specific situations

Clear oral and written communications

McKinney-Vento Liaison Non-judgmental and diplomatic when working with families.





CONGRATULATIONS











McKinney-Vento Act: Definition of Homelessness

The McKinney-Vento Act, Section 725(2) of the McKinney-Vento Act defines "homeless children and youths" as individuals who lack a fixed, regular, and adequate nighttime residence.

The term includes—







McKinney-Vento Act: Definition of Homelessness



Children and youths who are:

- Sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as "doubled-up");
- Living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
- Living in emergency or transitional shelters; or abandoned in hospitals;





McKinney-Vento Act: Definition of Homelessness



Children and youths 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;
- Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because they are living in circumstances described above.
- Unaccompanied youth living in the above circumstances.





Possible Causes of Homelessness

Lack of Affordable Housing Family Insufficient Rejection/ Income Conflict Mental/ Domestic Physical Violence illness Natural Disasters





McKinney-Vento Liaison Responsibilities

- 1. Identification
- 2. Enrollment
- 3. Referrals for Early Childhood
- **4.** Referrals for Health, Housing, and Other Needed Services
- 5. Parent Involvement

- 6. Posting Public Notices
- 7. Dispute Resolution
- 8. Transportation
- 9. Training for Colleagues
- 10. Meeting Needs of Unaccompanied Youth





Responsibility #1:











"Remember that under the McKinney-Vento Act, the local liaison is charged with ensuring that homeless children and youth are identified by school personnel through outreach and coordination activities with other entities and agencies."

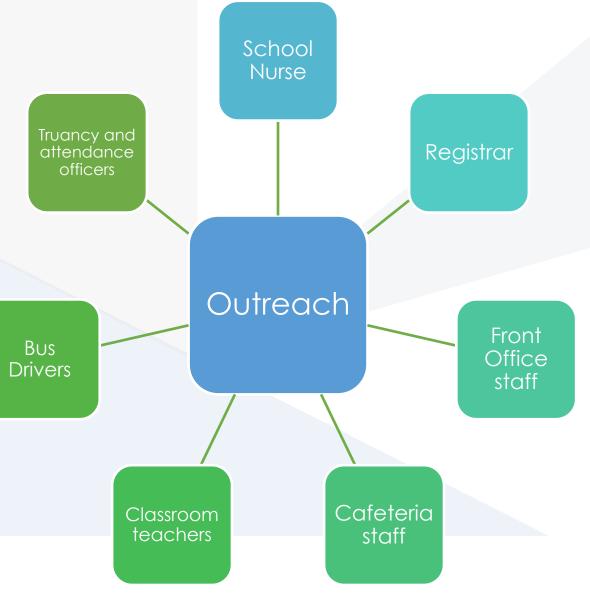
42 U.S.C. § 11432 (g)(6)(A)(i)





Identification Through Outreach







Assistance Center for Homeless Students



Form

Housing Questionnaire

- Screening tool is required for all students.
- Required at time of enrollment and with a change of address.

Link to Housing Questionnaire:

https://nysteachs.org/topic-resource/housing-questionnaire/



NOTE TO SCHOOLS/LEAS: Please assist students and families filling out this form. The form should be included at the top page of registration materials that the district shares with families. Do not simply include this form in the registration packet, because if the student qualifies as residing in temporary housing, the student is not required to submit proof of residency and other required documents that may be part of the registration packet.

HOUSING QUESTIONNAIRE

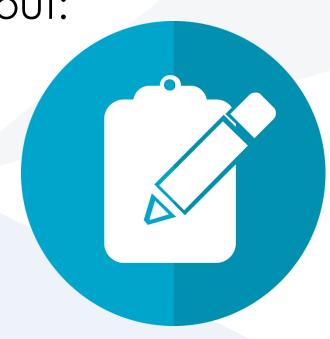
Name of School:			
Name of Student:	Last	First	Middle
Gender: □ Male □ Female		/ Grade: Year (preschool-12)	ID#:(optional)
Address:		Phone:	
receive under the ! entitled to immedi	McKinney-Vento Act. Stude ate enrollment in school eve	ents who are protected unde on if they don't have the doc	ou or your child may be able t r the McKinney-Vento Act ar uments normally needed, such ertificate. Students who are
			sportation and other services
protected under th		y also be entitled to free tran	sportation and other services



Who Should Fill Out the Housing Questionnaire?

A Housing Questionnaire should be filled out:

- 1. FOR all students enrolling in school and for all students who have a change of address in grades preschool-12.
- 2. BY the student's parent, person in parental relation, or in the case of an unaccompanied youth, by the student directly.







Designation Form: Students in Temporary Housing

STAC 202 Form





- Complete for every McKinney-Vento student enrolled in your district and send a copy to districts listed.
- The form should be mailed to the STAC Unit when the student is not enrolled in their District of Origin. NYS-TEACHS - (800) 388-2014

Student Information Repository System (SIRS) Data



- Information about a student's housing status is entered in the district data management system
- Guide on Data Entry: https://nysteachs.org/wpcontent/uploads/2018/07/INF_TEACHS_DataEntryHomelessnessSIRS_012519.pdf





Identification Strategies

Collaborate	Collaborate with community service agencies such as shelters, food pantries, law enforcement, legal aid, public assistance and housing agencies, mental health agencies and public health departments.
Coordinate	Coordinate with youth-serving agencies, such as drop-in centers, street outreach, child welfare, juvenile courts, teen parent programs and LGBTQ youth organizations.
Access	Access available data to inform outreach – district and regional homeless identification, poverty data and primary nighttime residence data.
Utilize	Utilize definitions and sample questions from NCHE's Determining Eligibility brief https://nche.ed.gov/determining-eligibility/





Responsibility #2: Enrollment









School Selection

- The federal McKinney-Vento Act and New York Education Law (Section 3209) provide important school selection and enrollment protections to students from the preschool-12 grade levels, in temporary housing. They can choose from three options when enrolling in school:
 - The school attended when they were last permanently housed, or
 - The school last attended, even if the student was temporarily housed during that time, or
 - The local school where the student is currently temporarily housed.





Immediate Enrollment

- A selected school must immediately enroll the student, even if the child/youth:
 - Does not have records normally needed for enrollment.
 - Has missed application or enrollment deadlines during any period of homelessness.
- An enrolling school should contact last school attended for records.
- Liaisons must assist in obtaining any necessary immunizations or other required health records.



Education Law §3209(2)(f); 8 NYCRR §100.2(x)(4)(ii); see also 42 USC §11432(g)(3)(C); Non-Regulatory Guidance, Questions I-5 & I-6.



AHEAD

Remove Barriers to Immediate Enrollment

Missing records, immunizations, proof of residency, guardianship papers, or a birth certificate

Fees, fines, and absences related to being temporarily housed

Missed application or enrollment deadlines

Requirements for school-related programs and activities

Credit accrual for full or partially completed coursework at prior school



1: 42 U.S.C. § 11432[g][3][C][i]; U.S. Department of Education's Education for Homeless Children and Youths Program Non-Regulatory Guidance, Question I-5. 2: 42 U.S.C. § 11432[g][1][I], Non-Regulatory Guidance, Questions A-4, I-5, I-6 3: 42 U.S.C. § 11432[g][1][F][iii], Non-Regulatory Guidance, Question I-6 15 4: 42 U.S.C. § 11432[g][1][F][iii], Non-Regulatory Guidance, Section o



Responsibility #3:

Referrals to Early Childhood







Early Childhood Education Programs



Ensure that children and youth experiencing homelessness receive/have access to educational services they are eligible for, including early learning programs. Programs administered by the LEA such as:

- Head Start programs
- Early intervention services
- Preschool programs
- Home-based early childhood educational services





Preschool Education

- Preschool is now included in the "school of origin" definition. Children experiencing homelessness have the right to maintain enrollment in their school of origin and receive transportation to school.
- In New York State, preschool is defined as a publicly-funded education program provided to preschool level children, administered by the Department or an LEA, including a pre-kindergarten program administered by an LEA, Head Start program administered by an LEA, and/or preschool services under the IDEA.
- Early Care and Education Services for Children Experiencing Homelessness

https://nysteachs.org/wpcontent/uploads/2019/05/INF_ECAC_ECEServicesHomelessNYSeditable_052 319.pdf



42 U.S.C. § 11432(g)(3)(I); Non-Regulatory Guidance Section O, Questions I-1, N-4, N-5; N.Y. Ed Law §3209(1)(g); 8 NYCRR §100.2(x)(1)(iv); NYS Field Memo #2-2017, item 5



Responsibility #4:

Referrals for Health, Housing, and Other Needed Services







Referrals

Ensure that homeless families, children, and youth receive referrals for housing and health care services.

- Dental services
- Mental health
- Substance abuse services
- Housing services







Referrals for Services



General Referral Template









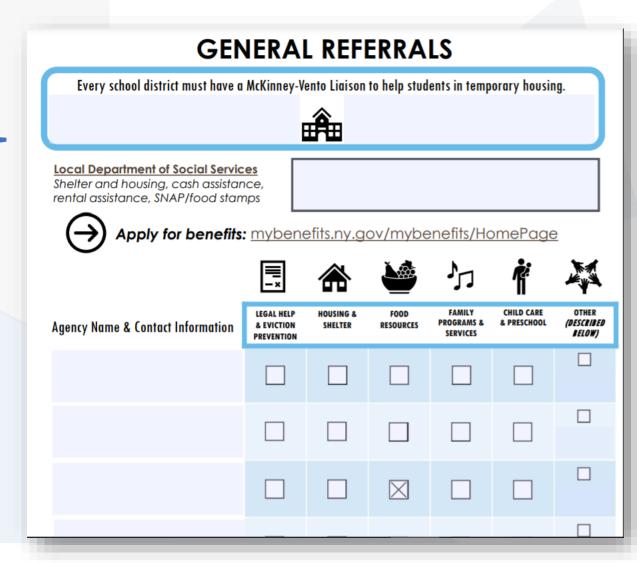
https://nysteachs.org/topic-resource/referral-templates/



Referrals for Services



General Referral Template





https://nysteachs.org/topic-resource/referral-templates/



Providing Title 1 Services

Students Experiencing Homelessness are Eligible for Title I Services

Allowable Expenditures Include, but are not limited to:

- Academic programs and educational support services
- Basic/emergency supplies
- Extended library hours/after school programs
- Counseling services
- Excess transportation costs
- The work of the liaison
- http://www.nysed.gov/common/nysed/files/homeless-allowable-unallowable-052920.pdf



TITLE I, Part A: Homeless Set-aside

Guidance on Allowable and Unallowable Expenditures

Title I, Part A funds may be used to provide a wide variety of services to homeless students. In addition to providing services to assist homeless students in meeting the State's challenging academic standards, Title I, Part A funds may be used to provide services to homeless children and youths, including those in Title I schools, that may not ordinarily be provided to other Title I students. To help homeless students effectively take advantage of educational opportunities, an LEA may use Title I, Part A funds to provide, where appropriate, items or services including, but not limited to the examples in the chart below.

Note: Two principles govern the use of Title I, Part A funds to provide services to homeless students.

- First, the services must be reasonable and necessary to assist homeless students to take advantage of educational opportunities.
- Second, Title I, Part A funds must be used only as a last resort when funds or services are not available from
 other public or private sources, such as public health clinics, or local discretionary funds (sometimes provided
 by the PTA) used to provide similar services for economically disadvantaged students.

Allowable Expenditures	Unallowable Expenditures
 Items of clothing and shoes necessary for participation in classes 	Rent or temporary lodgings
 Student fees that are necessary to participate in the general education program 	Class ring Cost of drivers' test fees
 Personal school supplies such as backpacks, notebooks, and remote learning devices such as internet and/or laptop/tablet 	Prom gowns or tuxedos
The acquisition of birth certificates	
 Immunizations 	
• Food	





Responsibility #5: Parent Involvement







Parent Involvement

- Keep interactions positive, respectful and supportive using sensitive language when discussing the family's living situation.
- Make families feel safe by meeting privately in a quiet space.
- Provide parents with meaningful opportunities to participate in their child(ren)'s education.





Parent Involvement

How do you involve parents in the educational life of their children?







Responsibility #6:

Posting Public Notices







Outreach Materials

Post outreach materials in all schools and other community spaces such as:

- Motels, campgrounds, libraries, health centers, youth services centers, laundromats, soup kitchens and parks.
- Order posters and brochures free of charge or view online PDFs at https://nysteachs.org/posters- brochures/
 - Posters are available in 10 languages: English, Arabic, Bengali, Chinese, French, Haitian-Creole, Korean, Russian, Spanish, Urdu
 - Brochures are printed in English and Spanish.











Responsibility #7:

Dispute Resolution







Dispute Process Overview

Immediately enroll the student in the school requested by the family or youth and provide transportation if requested.

Provide the parent or youth with a WRITTEN NOTICE of district's determination. Family has 30 days to appeal district's determination.

Continue
enrollment and
transportation
until all available
appeals are final.

Help the parent or youth complete all the appeal papers

Sample Policy https://nysteachs.org/topic-resource/sample-district-dispute-resolution-policy/



42 USC §11432(g)(3)(E)(i); Education Law §3209(5); 8 NYCRR §100.2(x)(7)(ii); Non-Regulatory Guidance, Question J-4 & Section K



Liaison's Role in the Dispute Process

- ☐ Ensure that enrollment disputes are mediated in accordance with the McKinney-Vento Act.
- ☐ Explain the appeal process to the parent/guardian/youth.
- ☐ Provide the appeal form ("Petition").
- ☐ Help the parent/guardian/youth fill out the appeal form ("Petition"). This includes defining homelessness to the parent/guardian/youth and providing examples of the types of proof that a parent/guardian/youth could submit.

Practice Tip: Give the parent/guardian or youth a copy of the Appeal Sample Evidence handout from NYS-TEACHS.

https://nysteachs.org/wp-content/uploads/2018/08/INF_TEACHS_Petition310SampleEvidence_051810.pdf



42 USC §11432(g)(3)(E)(i); Education Law §3209(5); 8 NYCRR §100.2(x)(7)(ii); Non-Regulatory Guidance, Question J-4 & Section K



Liaison Role in the Dispute Process

- ☐ Make copies of the appeal forms and any supporting documents at no cost to the parent/guardian/youth.
- ☐ Accept service of the appeal form ("Affidavit of Service").
- ☐ Make sure the appeal is properly filed with the State within 5 days.
- ☐ Give copies to the parent/guardian/youth with verification that they have properly filed and served the appeal ("Verification of Receipt").



42 USC § 11432(g) (3) (E) (i); Education Law § 3209(5); 8 NYCRR § 100.2(x) (7) (ii); Non-Regulatory Guidance, Question J-4 & Section K



Responsibility #8: Transportation







Modes of Transportation

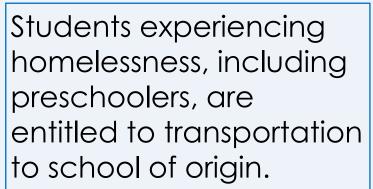
- Yellow school bus
- Approved van/taxi services
- Reimbursement for gas/mileage
- Bus route shared with neighboring school district or BOCES
- Other types of transportation approved by district's transportation department





Transportation for Students in Temporary Housing







Students who move into permanent housing are entitled to transportation throughout 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 transportation comparable to that which their permanently housed peers receive, and the elimination of barriers in order to enroll and attend school.



42 USC §11432(g)(1)(J)(iii), 11432(g)(3)(A)(i)(II); Education Law § 3209(1), 3209(2)(c), 3209(2)(d), 3209(4)(i); 8 NYCRR §§100.2(x)(2), 100.2(x)(6)(iv); Non-Regulatory Guidance, Question J-5.



Transportation Guide

https://nysteachs.org/topic-resource/transportation-guide-for-students-in-temporary-housing/

Guide to transportation summarizes transportation obligations, funding sources, and legal authority for situations involving students in temporary housing.



TRANSPORTATION FOR STUDENTS IN TEMPORARY HOUSING IN NEW YORK STATE

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!, including public preschool (e.g., pre-k), even if the student is temporarily housed in a different school zone.	The school district where the student is enrolled is responsible for transportation.	State transportation aid² (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(6)(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)(iii)-(iv
	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.			
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)(iii); 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</u> Social Services (DSS) Emergency Housing Placement	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



Assistance Center for Homeless Student

42 USC §11432(g)(1)(J)(iii), 11432(g)(3)(A)(i)(II); Education Law § 3209(1), 3209(2)(c), 3209(2)(d), 3209(4)(i); 8 NYCRR §§100.2(x)(2), 100.2(x)(6)(iv); Non-Regulatory Guidance, Question J-5.



Responsibility #9:

Training for Colleagues







Student Perspective

"They could have been more understanding of my situation and age and what it took for me to get up every day and pursue my education in spite of all the barriers I was up against. I felt scrutinized and ostracized, especially by the principal. She was not trying to be accommodating at all. There were emotional traumas, mental and physical effects. Teachers should have trainings to give them the tools so that they know the signs."



Quotes are from Hidden in Plain Sight (http://www.americaspromise.org/report/hidden-plain-sight, from full report)



Providing Professional Learning to Staff

- Train key staff (e.g., registrars, administrators, social workers, teachers) on McKinney-Vento eligibility, the impact of homelessness on students, and the steps that should be taken following the identification of the student.
- Set up regular meetings with district collaborators— e.g., registration head, transportation director, and data coordinator.
- Make appropriate staff aware of students living in a temporary housing situation when necessary to ensure their assistance with the academic support and social emotional learning of the student.





^{*}Please note that a student's housing status is protected by FERPA and may only be shared within an educational context.

Responsibility #10:

Meeting the Needs of Unaccompanied Homeless Youth







Definition of an Unaccompanied Homeless Youth

An unaccompanied youth is a child or youth not in the physical custody of (not living with) a parent or guardian.

To be eligible for services under the McKinney-Vento Act, the youth must also meet the definition of homeless.





42 U.S.C. §11434a[6]; Education Law §3209[1][a][1][v]; and 8 NYCRR §100.2[x][1][iii][6]).



OPPORTUNITIES IN SCHOOL & ACCESS TO A HIGHER EDUCATION

- Identify and remove barriers that prevent youth from receiving credit for full or partial coursework satisfactorily completed at a prior school, in accordance with State, local, and school policies.
- Provide assistance from counselors to advise youth and improve student readiness for college.
- Inform unaccompanied youth of their status as independent students for college financial aid for the FAFSA.

Resource: FAFSA How-To Guide for High School Students http://www.understandingfafsa.org/assets/FAFSAOct2019English.pdf



8 NYCRR § 100.2(x)(7)(iii)(a); see also 42 USC § 11432(g)(6)(A); Non-Regulatory Guidance, Section F & Questions L- 3, Q-2



FAFSA & STUDENTS IN TEMPORARY HOUSING

- Youth who meet the definition of "independent student" can complete the FAFSA without parental income information or signature.
- Unaccompanied youth are automatically considered independent students. Must be determined to be unaccompanied and homeless after July 1 of the year prior to FAFSA application.
- Youth who are unaccompanied, at risk of homelessness, and selfsupporting are also automatically considered independent students.
- More info on FAFSA and sample verification letters are available at: https://schoolhouseconnection.org/learn/higher-education/



8 NYCRR § 100.2(x)(7)(iii)(a); see also 42 USC § 11432(g)(6)(A); Non-Regulatory Guidance, Section F & Questions L- 3, Q-2





How long can a student be designated as homeless under the McKinney-Vento Act?

- A. For one year
- B. For as long as specified in district policy
- C. For as long as the student meets the eligibility criteria of a living situation that is not fixed, regular and adequate housing.







A housing questionnaire should only be given to a family when there is evidence that the family is experiencing homelessness.

- A. True
- B. False
- C. Not Sure







Which of the following are allowable uses of Title I, Part A setaside funds?

- A. Emergency supplies, such as food and clothing
- B. Counseling services to address anxiety related to homelessness that is impeding learning
- C. Parental involvement specifically oriented to reaching out to parents of students who are homeless
- D. All of the above







If a student lacks required immunizations, the M-V Liaison must assist the student in obtaining them.

- A. True
- B. False
- C. Not Sure







If there is a dispute regarding enrollment and/or transportation, the liaison must assist the family with this process.

- A. True
- B. False
- C. Not Sure







When a student moves into permanent housing, they must transfer to the zoned school for the permanent address within two weeks of the move.

- A. True
- B. False
- C. Not Sure





McKinney-Vento Liaison: Strategies for Success

- Participate in professional learning and technical assistance opportunities as required in the McKinney-Vento Act.
- Develop written procedures and protocols for identifying, enrolling and serving students living in temporary housing.
- Designate a school-level point of contact at each school who can assist with school-level tasks and refer issues that need further attention to the local liaison.
- Develop collaborative relationships with local service providers including shelters, soup kitchens, food banks, housing agencies, public preschool programs, etc.



Source: NCHE Brief, Local Homeless Education liaisons: Understanding Their Role





Liaisons must:

- 1. Fulfill the specific responsibilities that are outlined in the McKinney-Vento Act as the primary point of contact for families.
- 2. Ensure that students experiencing homelessness are identified, enrolled, and provided transportation services.
- 3. Assist the family/youth with the dispute resolution process and enroll and provide services until the dispute is resolved.
- 4. Ensure that students and families are given appropriate referrals.





Survey

Please take a few moments to complete our survey.

https://docs.google.com/forms/d/e/1FAlpQLSdc0GDNGlzwDcWE1xix SutJ_3piRkbv9lzhQf6ly1AYGlzkMQ/viewform



Responses are referenced in upcoming professional learning sessions.





Resources

More Information

NCHE Brief: Local Homeless Education Liaisons: Understanding Their Role https://nche.ed.gov/wp-content/uploads/2018/10/liaisons.pdf

NCHE Brief: Local Homeless Education Liaisons: Important Information for New Local liaisons https://nche.ed.gov/wp-content/uploads/2018/10/new-liaisons.pdf

Liaison Responsibilities https://nysteachs.org/news_items/liaison-responsibilities/





Technical and Education Assistance Center

- Help Line (800-388-2014)
- Website (www.nysteachs.org)
- Web-Based Trainings

Next Webinar: Transportation, Thursday, November 18th

Outreach Materials

Email Ailin Mendoza amendoza@measinc.com



The New York State Technical and Educational Assistance Center for Homeless Students



