



NYSTEACHS

NEW YORK STATE TECHNICAL AND EDUCATION
ASSISTANCE CENTER FOR HOMELESS STUDENTS

Determining McKinney-Vento Eligibility



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

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Recording



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INFO BY TOPIC LIAISONS NEWS POSTERS & BROCHURES **TRAININGS** GRANTEES PARENTS & FAMILIES FAQ 800-388-2014

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](#)

THINGS TO DO

[New York State Event Registration](#)

[New York City Event Registration](#)

[Annual Workshop Archive](#)

[Webinar Archive](#)

[Turn-Key Trainings](#)

 REMINDERS



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Goals

Participants will:

1. Identify a new strategy to **build trust with students and families.**
2. Understand how to identify “**doubled-up**” students.
3. Feel **confident about steps in identifying** McKinney-Vento-eligible students.
4. Identify key info and resources to **share with colleagues.**

Poll

How comfortable are you asking questions to determine a student's McKinney-Vento eligibility?

- A. Not very comfortable
- B. Somewhat comfortable
- C. Comfortable
- D. N/A – Haven't done previously

Potential Causes of Homelessness



Who is covered by the McKinney-Vento Act?

Doubled-Up Students:

The most common form of temporary housing



Sharing the housing of others (typically friends or relatives) due to:

- loss of housing
- economic hardship, or
- similar reason

Overview of NYC Shelter Systems

DHS Family Shelters

- Run by Department of Homeless Services (DHS)
- Single point of entry at PATH: 151 East 151st Street, Bronx
- Average length of stay: 14 months
- 90% of families

DV Family Shelters

- Run by Human Resources Administration (HRA) for survivors of domestic violence.
- Access through PATH or 1-800-621-HOPE (4673)

RHY Shelters

- Run by Department of Youth and Community Development (DYCD) for runaway and homeless youth (RHY)

HPD Shelters

- Run by the Department of Housing Preservation and Development (HPD) for families who have been displaced because of fire, flood, or vacate order.

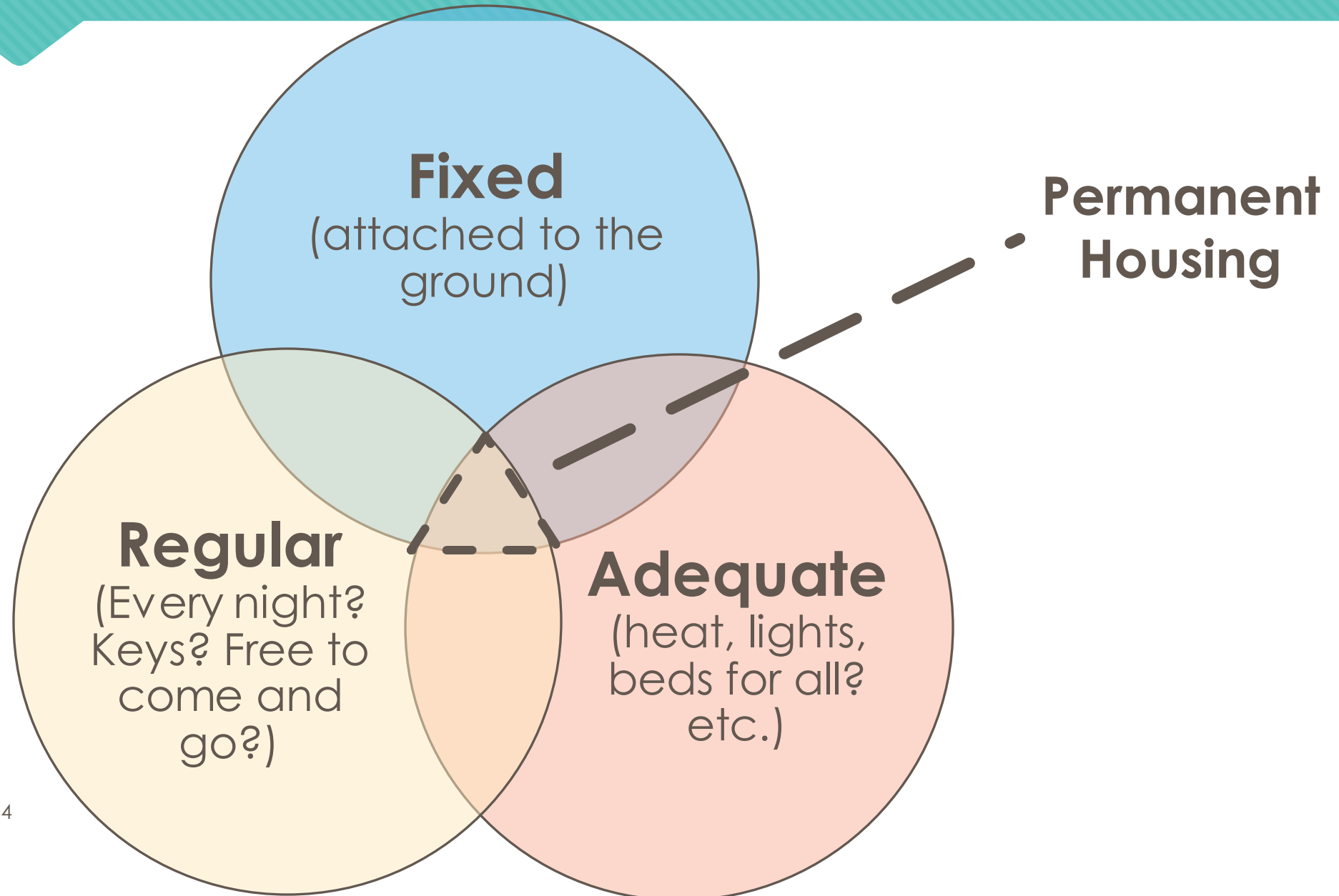


Who is covered by the McKinney-Vento Act?

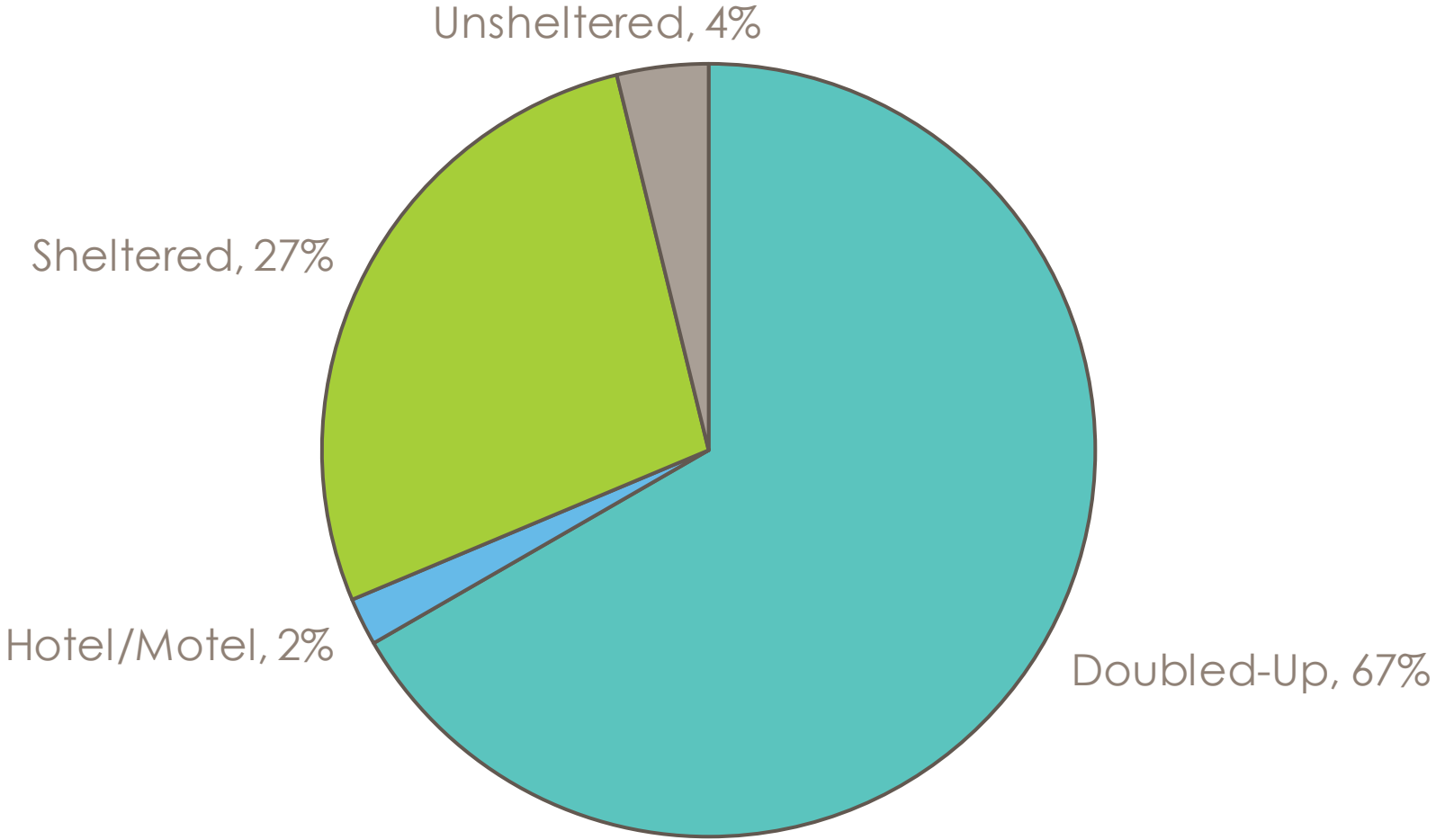
Children and youth who lack a fixed, regular, and adequate nighttime residence, including those:

- 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

Who is covered by the McKinney-Vento Act?



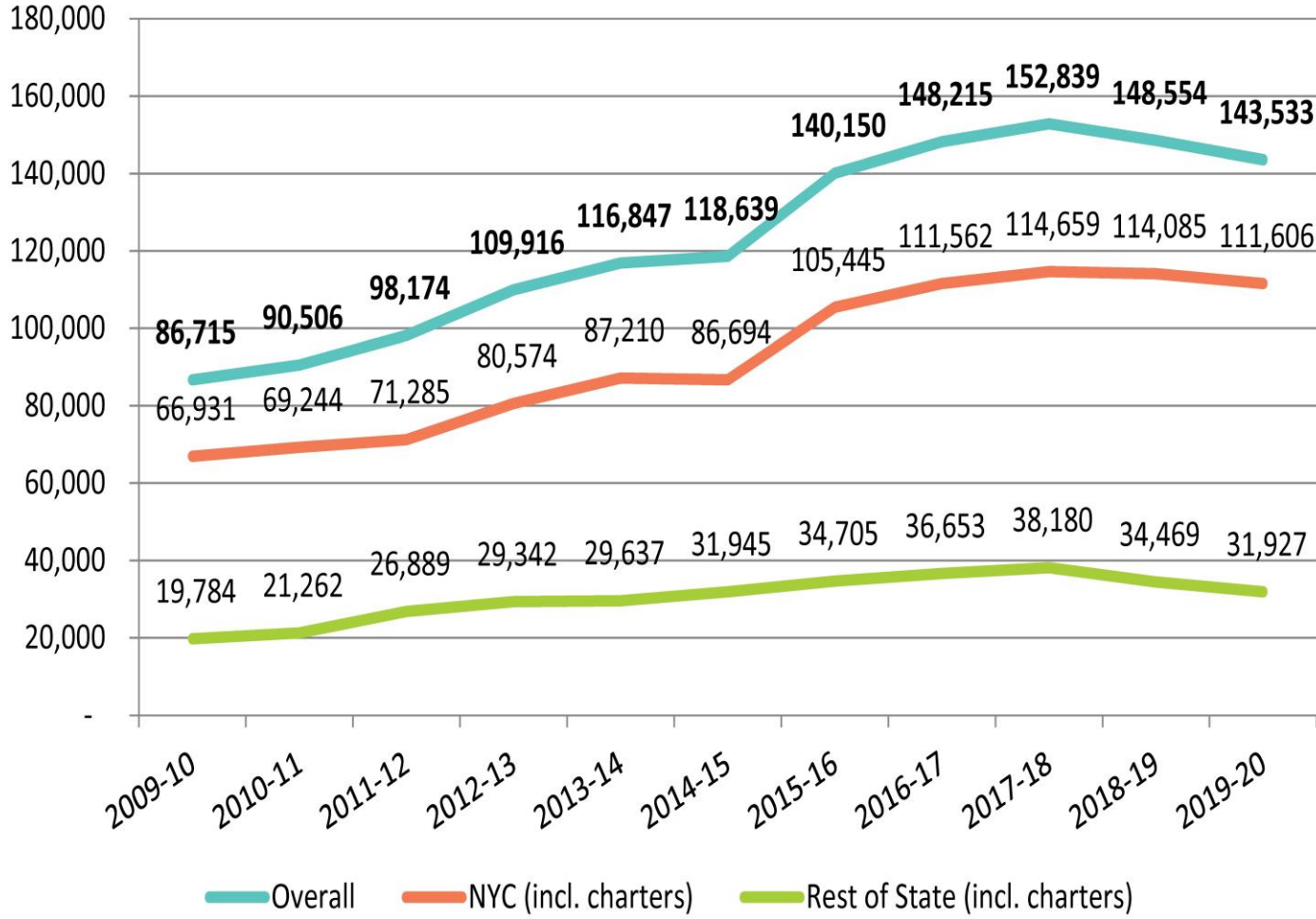
Primary Nighttime Residences in New York State



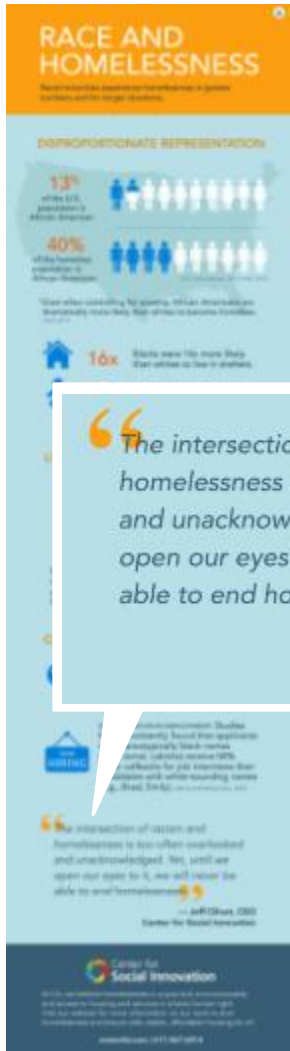
In a decade, student homelessness in New York City has increased 67%

SIRS data, unduplicated

NYS Students in Temporary Housing



Racism and Homelessness in the United States



○ Disproportionality in shelters –

○ Housing Discrimination

○ Legacy of discriminatory lending and housing policies

○ Discrimination by brokers and landlords

○ People of color more often denied leases based on credit history than whites.

○ Employment Discrimination

Homelessness and LGBT Youth

Disproportionality: LGBTQ Youth & Unaccompanied Youth.¹

Why?

- family violence and rejection.²
- limited social support networks
- social services may be hostile or discriminatory.³



Steps in Identifying Students under M-V

Organize and prepare for conversations

Learn about a family's individual living situation

Analyze re: M-V definition of "homeless"

Communicate plans for follow up

Organize and Prepare for Conversations

Part I: Prepare

- Review McKinney-Vento definition of “homelessness”
 - Ensure the use of "people-first" language such as "family experiencing homelessness" versus "homeless family"
- Learn about the effects of homelessness on children and families
- Adopt a strengths-based approach toward all families

Adapted from [Head Start's Determining Eligibility Module](#)

Organize and Prepare for Conversations

Part II: Dialogue

- Talk with family in a quiet, private space
- Practice active listening skills to demonstrate compassion and respect
- Show sensitivity to student's/family's feelings
- Use an anti-racist framework
- Share your commitment to problem-solving

Adapted from [Head Start's Determining Eligibility Module](#)

Organize and Prepare for Conversations

Part III: Reflect

- Reflect on personal or professional experiences that may impact your practice
- Talk with a peer or supervisor about your questions or concerns

Adapted from [Head Start's Determining Eligibility Module](#)

Poll

A Housing Questionnaire should be given to a family only when there is evidence that the child is experiencing homelessness.

True or False?

A. True

B. False

Housing Questionnaire

Required for *all students*

- At enrollment and
- Each change of address

NYSED-approved model form

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 LEA: _____

Name of School: _____

Name of Student: _____
Last First Middle

Gender: Male Female Date of Birth: ____/____/____ Grade: ____ ID#: _____
Month Day Year (preschool-12) (optional)

Address: _____ Phone: _____

The answer you give below will help the district determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the McKinney-Vento Act are entitled to immediate enrollment in school even if they don't have the documents normally needed, such as proof of residency, school records, immunization records, or birth certificate. Students who are protected under the McKinney-Vento Act may also be entitled to free transportation and other services.

Where is the student currently living? (Please check one box.)

In a shelter

With another family or other person because of loss of housing or as a result of economic hardship (sometimes referred to as "doubled-up")

In a hotel/motel

In a car, park, bus, train, or campsite

Other temporary living situation (Please describe): _____

NYC DOE form

Chancellor's Regulation A-101
Attachment No. 6
Page 1 of 1

NYC
Department of
Education

HOUSING QUESTIONNAIRE

Parent/Guardian/Student:

This form is intended to address the McKinney-Vento Act 42 U.S.C. 11435, and must be completed for each student. **The information you provide is confidential.** Your child will not be discriminated against based upon the information provided.

Please complete the following questions regarding the student's housing in order to help determine services the student may be eligible to receive.

Note to Schools/Temporary Housing Liaisons: Please assist students and families in filling out this form. 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. The district cannot disclose housing status information without parental consent.

Student Name			
Last	First	Middle	
OSIS #	Date of Birth (MM/DD/YY)	Gender	School

Please identify the student's current living arrangements. Please check one box:

Check (v)	Housing Questionnaire Choice	School Use Only
<input type="checkbox"/>	Doubled Up With another family or other person because of loss of housing or as a result of economic hardship	D
<input type="checkbox"/>	Shelter Emergency or transitional shelter	S
<input type="checkbox"/>	Hotel/Motel Living in what is NOT an emergency or transitional shelter and involves payment	H
<input type="checkbox"/>	Other Temporary Living Situation Trailer park, campground, car, park, public places, abandoned building, street, or any other inadequate living space	T
<input type="checkbox"/>	Permanent Housing Student who is living in a fixed, regular, and adequate housing situation	P

If the student is NOT living in permanent housing, also indicate if the below applies:

	School Use Only
<input type="checkbox"/> Unaccompanied Youth Youth who is not in the physical custody of a parent or guardian	Enter "Y" if applicable

Parent/Guardian (print) _____ Parent/Guardian Signature _____ Date _____

More Identification Strategies

Avoid using the word “homeless”

Provide awareness activities

Post outreach materials

Coordinate with community service agencies

Coordinate with youth-serving agencies

Use available data

ATS: Locating Housing Status

- Link to access [Remote ATS](#)
- Students in Temporary Housing [ATS Guide](#)

Student Biographical Update (BIOU) Screen

```

PROFILE 08-X-405          New York City Public Schools          12-09-09 14:30:37
BIOG0500-DEMO-Q          Update Student (BIOU)          00157-STHM0008
==>
STUDENT ID: 203 612 734          ACP FLAG: Y SSN: _____
LAST NAME: JIMENEZ          FIRST: IVAN          MIDDLE: ENRIQUE
DOB: 01 / 24 / 90 SEX: M PROOF OF BIRTH: 1 CERT #: _____ POB CODE: 43
HOUSE NO: 1258          STREET: HOBART AVENUE          APT NO: 2C
CITY: BRONX          STATE: NY ZIP: 10461

E-MAIL: _____          PHONE: 917 999 9999
BORO CODE: X          HOME DIST: 09          ADDR STAT: V NON-RES TUITION: _
GEO CODE: 43          HOUSING ST: D          UNAC YOUTH: _____          MEAL CODE: A
HOME LANG: SP          ETHNIC STATUS: 3          IMMUN: C
HEALTH ALERT: U          HEALTH INS: U          RECS RECEIVED: _
ADMIT CODE: 57          ADMIT DATE: 07 / 02 / 05 STATUS: A          ADMIT REASON: 20
DATE ENTERED NYC SCHOOL SYSTEM: 03 / 22 / 02          UPDATE ADLT ADDR: Y
SCHOOL LOCATION:          BORO          DIST          SCHOOL          GRADE          GR LVL          OFF CLASS
CURRENT:          X          08          405          190          09          111
PREVIOUS:          X          09          022

Make changes to this data as required.
F1/Help          F2/Save          F3/Quit-return          F4/Lookup          F5/Cont          F6/
F7/          F8/          F9/Refresh          F10/Vrify addr          F11/Mail addr          F12/Exit
  
```

Temporary Housing Address Report (RATH)

ATS - New York City Public Schools (Fri 10/18/19 16:43:12)
Temporary Housing Address Report (RATH)

Last Name	First Name	Student Id	Sex	Grade	Grade Level	Official Class	Temp Res Flg	Housing Status	House Number	Street Name	Apartment Number	Zip Code	Res. Borough	Res. District	Phone Number
SMITH	John	111111111	M	150	05	501	Y	S	111	FIRST AVENUE	1J	11234	K	22	()-
DOE	Jane	222222222	M	180	08	802		D	333	AVENUE H	3K	11210	K	22	()-
HICKEY	Mike	113113113	F	140	04	401	Y	S	1213	FLATBUSH AVENUE	1J	11234	K	22	()-
CHRISTISON	Corrine	114114114	M	180	08	801	Y	S	222	GLENWOOD ROAD	3K	11234	K	22	()-

Students in Domestic Violence Shelters

For students in Domestic Violence Shelters, be especially mindful of confidentiality and safety issues when identifying and supporting them.

Confidentiality

- To ensure security of the DV shelter addresses, specific data entry requirements are set up.

Safety

- Know which parents can/can't pick up student or request information.
- Have a school plan in place to ensure students are kept safe.

Share with your Pupil Accounting Secretary

- **CONFIDENTIALITY:** don't enter street address of DV shelter.
Update the student's address in ATS as follows:
 - House #: Enter "P.O."
 - Street: Enter "Box" and then the number of the P.O. Box (e.g. "Box 123")
 - Zip: Zip for the P.O. Box
- **SAFETY:** If the **abuser is barred from contacting the student and/or accessing the student's records**, update Parent/Adult (PARU) information in ATS as follows:
 - Input the name of the abuser if not already entered. If the parent does not have an address for the abuser, enter the school address.
 - **Enter 07 for the Authorization Code** to activate the red flag in ATS and SESIS.



Navigating Challenging Conversations

NYS-TEACHS' [Tips for Navigating Challenging Conversations](#) guide.

The McKinney-Vento Homeless Education Act is a federal law that protects the educational rights of students in temporary housing. It defines “homeless children and youths” as any student who **lacks a fixed, regular, and adequate nighttime residence**.



Conversations about a family’s housing situation can be tense, uncomfortable, or invasive. This tip sheet provides trauma-sensitive strategies and conversation starters for some of the most common conversations you will encounter with students, families, and district administration.

THE CHALLENGE	WHY IT'S CHALLENGING	TRAUMA-SENSITIVE STRATEGIES AND CONVERSATION STARTERS
When asked about a current address or living situation, the family gives only vague or generalized answers.	This is challenging because liaisons and/or district staff need specific housing information in order to make an informed decision about McKinney-Vento eligibility. Vague answers may be misinterpreted as a “false story,” leading someone to make an incorrect determination. Additionally, a family may feel under attack or become upset as a result of numerous clarifying questions.	<p>If you need more information from a family about their housing situation, first explain WHY you need housing details before you ask any additional questions. You may also want to:</p> <ul style="list-style-type: none"> • Invite the family to speak with you in a private setting. Avoid talking at the front desk or registration counter. • Explain your position/role and intentions. For example, “I am the McKinney-Vento liaison and my job is to connect students in temporary housing with educational supports and services.” • Be clear about the goal of the conversation. Make clear that you are not trying to get them in trouble, but rather, want to make sure they receive all services for which they are eligible. • Avoid the word “homeless.” Instead, talk about a temporary housing arrangement.
A family’s housing situation seems to be fixed and regular, but you need to know if it is also adequate.	This is challenging because questions about housing adequacy can feel particularly uncomfortable and intrusive. Adequacy conversations are also challenging because families may be nervous that information shared about housing will result in a report to child protective services (CPS).	<p>It is important to take a very sensitive approach to this type of conversation. Before asking any questions about the adequacy of the housing arrangement, begin the conversation by reminding the family that students living in temporary housing situations have special education rights, which may be beneficial to the student and his/her family. Reassure them that your questions are intended to connect the student with appropriate supports and services.</p> <p>Additionally, you may want to:</p> <ul style="list-style-type: none"> • Explain the concept of “fixed, regular, and adequate” as it relates to McKinney-Vento protections. Note that the word “protection” may help put a family at ease. • Give examples of “inadequate housing” instead of asking direct questions. You can list examples like “multiple children sharing one bed” or “not having a working kitchen” and then ask the family if any of those examples apply to them. You may also try asking, “do you feel comfortable telling me more about that?”

Case Studies

Long-term Doubled-Up
Stay

Unaccompanied
Youth

Note: All McKinney-Vento eligibility determinations must be made on a case-by-case basis.

These are some examples.

James



- James and his parent left Manhattan after conflict with the landlord.
- They moved into James's grandmother's apartment in Brooklyn.
- James and his parent sleep on the couch in the living room.

Sample Questions about “Fixed/Regular”:

NCHE [Determining Eligibility Brief](#):

- Why did you leave your previous housing?
- How long do you plan to stay at this address?
- Could your friends/relatives ask you to leave at any time if they wanted to?
- Are you sharing the home equally, or are you more like guests in the home?
- Where would you go if you couldn't stay where you are now?

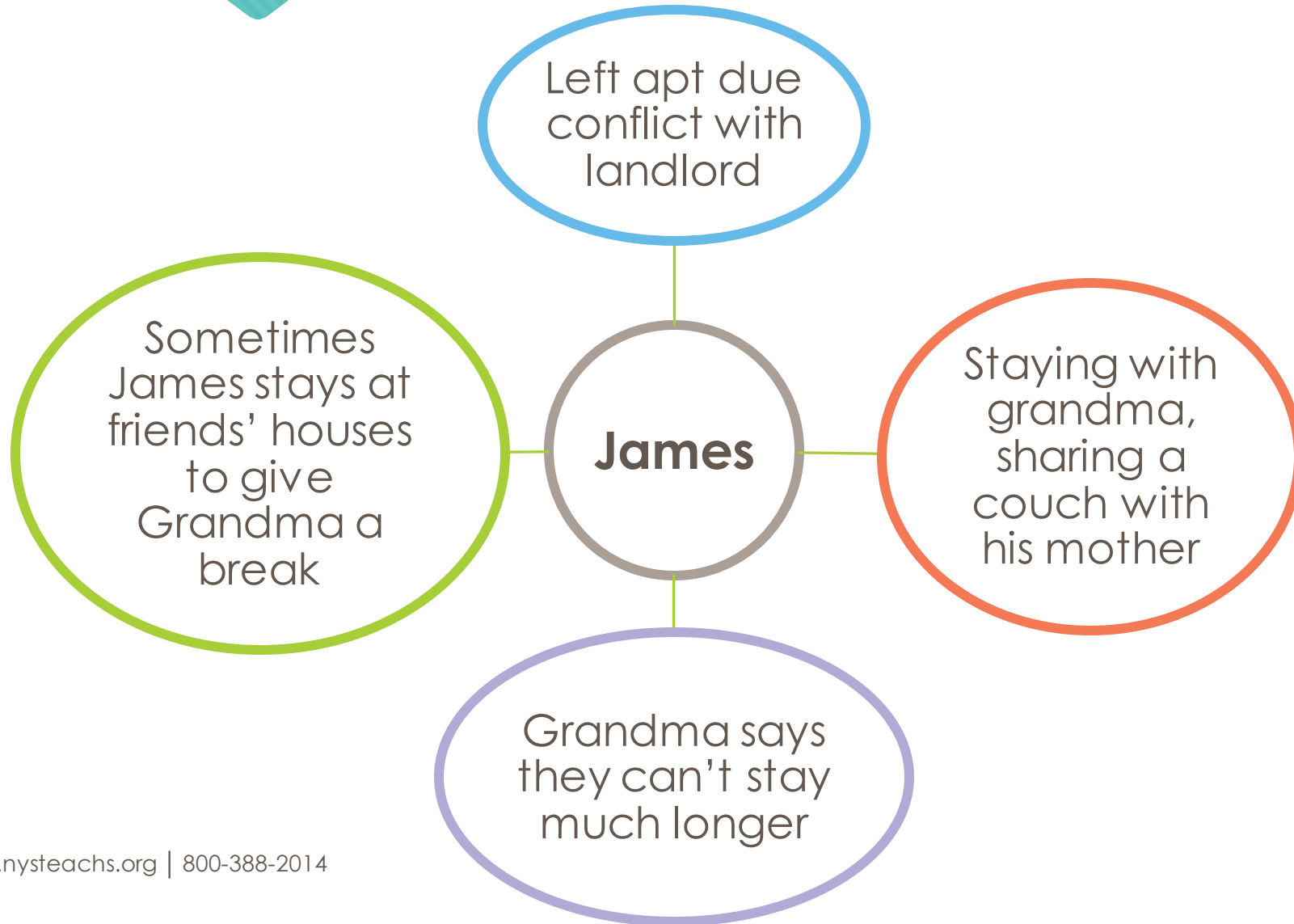
Adapted from NCHE's [Determining Eligibility Brief](#)

Sample Questions about “Adequate” Housing Status

- How many people stay in the home?
- Does everyone have a bed?
- Is there heat, running water, and electricity?
- Is there enough space for everyone?

Adapted from NCHE’s [*Determining Eligibility Brief*](#)

Collecting more information



Poll

Is James protected under the McKinney-Vento Act?

- A. Yes
- B. No
- C. I'm Not Sure

James: An Update



- Ten months later: James and his parent still reside in Grandma's home.

Poll

Is James now permanently housed?

- A. Yes
- B. No, he's still experiencing homelessness
- C. I'm not sure

Questions About Continued Eligibility?

- Check in near the end of each school year
- Trauma-sensitivity
- Avoid surprises:
 - Tell families early that you will follow up in spring and explain how you will reach out.

Template end-of-year letter

Template End-of-Year Reverification Letter

Dear _____,

Each year, [School District Name] asks for updated address and housing information for students who receive services under the McKinney-Vento Act, which is a federal law that supports students in temporary housing. Your updated housing information will help us determine if [child's name/you], [is/are] still eligible for services such as continued enrollment, transportation for students temporarily living outside of the district, and other programs [list specific programs such as free meals or Title I services if the family may not otherwise qualify, or other school district interventions for students in temporary housing]. Even if you have moved into permanent housing, [your child/you] can stay in [his/her/your] current school and get transportation to that school **for the rest of the school year [and next school year (only include the latter if next year is the student's terminal grade)]**.

The information on the questionnaire about your housing will be kept private and is protected under the Family Educational Rights and Privacy Act (FERPA).

Please fill out the enclosed *Housing Questionnaire* and return it to us at:

(Insert School District Address)

- Please write your current address on the questionnaire.
- If your family is now permanently housed, check the box "In Permanent Housing" on the questionnaire. Some examples of permanent housing include moving into your own apartment or house, or if a temporary shared housing arrangement has changed into a long-term, adequate arrangement.

Dispute Resolution Requirements

- **Immediately admit** student to the school/district where enrollment is sought
- **Provide transportation** even during dispute
- Give parent/guardian/youth a **written explanation** of the school's decision
- **Refer** the student to the Regional Manager for help with any appeal.



Mary



- Mary is a teen who left home.
- Mary's parents say, "Mary just doesn't want to follow our rules."
- Mary says she doesn't feel safe at home because of conflict there.
- **Is Mary protected under MV?**

Poll

Is Mary eligible for services under the McKinney-Vento Act?

- A. Yes
- B. No
- C. Maybe

Protections for Unaccompanied Youth

- Defining *Unaccompanied Youth*
- Enroll without parent/guardian
- Remove barriers to school
- Review independent student status & FAFSA



Action Steps 1/2

- When talking about housing status, use a **trauma-sensitive approach**.
- Share info with colleagues:
 - Students who **lack housing that is fixed, regular, and adequate** are protected by the McKinney-Vento Act.
 - McKinney-Vento promotes school stability.
 - There is **no time limit** on a student's protections under McKinney-Vento.

Action Steps 2/2

- Ensure **Housing Questionnaire** is filled out for all new students AND for all students/families who report a change of address.
- If disagreements arise, **enroll and provide full service to students** before disputing McKinney-Vento eligibility.

Key Documents & Resources

GENERAL RESOURCES:

- [STH Staff Directory: bit.ly/STHStaff](https://bit.ly/STHStaff)
- [Homebase](#): support for families in housing crisis at risk of entering shelter
- 24-Hour Domestic Violence Hotline: 1-800-621-HOPE
- [Information about family shelters](#)
- [NYS-TEACHS Back to School Resources for Students in Temporary Housing](#)
- [NYS-TEACHS Check-In Checklist](#)
- Links and templates for creating a local list of referrals available [here](#), [here](#), and [here](#)
- [Signs of Potential Homelessness in a Virtual Learning World](#)

IPADS AND TECH SUPPORT:

- [Device Request Form](#)
- [Technical Support Form](#) or call the Help Desk (718-935-5100)
- [DOE STAFF Remote Learning Devices FAQs](#)

SHELTER-SPECIFIC SUPPORTS:

- [How to Support Students in Shelter When Reopening](#)
- [Return to School for Shelter Providers](#)

FOR HIGH SCHOOLS:

- [Resources for youth experiencing homelessness](#)
- [Runaway and Homeless Youth Shelters and Services](#)
- [FAFSA and Youth who are Homeless](#)
- [College Access Checklist](#)

POLICIES:

- [Return to School 2020 Memo: Supports for STH, Foster Care, and ACS-Involved Students \(DOE only\)](#)
- [Chancellor's Regulation A-780 Students in Temporary Housing](#)

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800-388-2014

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