

Homeless Education Policies and Procedures

Verification Form

Dear District Superintendent:

Please review your district’s policies and procedures, as well as Title I Set-A-Sides, fill out the bottom portion and return this page to our office.

(check all that apply)

_____ I am reporting to you that I have completed a review of my district’s policies and procedures and certify that they are in compliance with the McKinney-Vento Homeless Children and Youth Education Program requirements.

_____ I am reporting to you that revisions have been made to my district’s policies and procedures and certify that they are in compliance with McKinney-Vento Homeless Children and Youth Program requirements.

_____ I am in need of assistance to complete the revision/review process.

_____ I reviewed our district ‘s Title I application and found that we do have a set-a-side for serving homeless students.

_____ We have set-a-side \$ _____ from our district ‘s Title I funding to serve homeless students.

The funds will be used to: _____

_____ I would like to receive training on the McKinney-Vento Homeless Children and Youth Education Program.

_____ I would like to provide training to my staff on the McKinney-Vento Homeless Children and Youth Education Program.

District Superintendent’s Signature

Date

When conducting a review of your district’s policies and procedures, please consider the following:

ITEM	WHAT TO LOOK FOR
Registration Packet	Include accurate information about rights of homeless families, foster children, students in care of others.
Policy on Serving Homeless Students	Should be accurate and comprehensive; identify how barriers are removed. Available on Illinois State Board of Education website – http://www.isbe.net/homeless/pdf/policy.pdf
Registration/Enrollment Policies	Should not require more proof than law allows; not require guardianship or say that only residents can attend; include information on homelessness. Illinois State Board of Education Homeless Pupil Guide – http://isbe.net/homeless/default.htm
Registration/Enrollment Procedures	Address homelessness and immediate enrollment.
Registration/Enrollment Forms	Address homelessness and immediate enrollment.
Handbooks (Students, Parents)	Address homelessness.
Website References to Residency, Enrollment, Homelessness	Address homeless families, foster children, students in care of others.
Title I Set-a-side	Does your district have a set-a-side on the Title I application for serving homeless students – is it adequate?