

ALMA D'ARTE CHARTER HIGH SCHOOL
STUDENT INSTRUCTION POLICY

Policy No. SI0002A
Adopted: 01/25/16
Amended: 10/21/19

SUBJECT: HOMELESS EDUCATION

PUPRPOSE: The Governance Council is committed to the identification and enrollment in school of homeless students from Las Cruces so as to provide and/or maintain a stable educational environment for these students by minimizing the effect of mobility on academic achievement whenever possible.

The Governance Council is further committed to a policy which is in compliance with the federal McKinney-Vento Homeless Education Assistance Act of 2001 (reauthorized in 2002).

DEFINITIONS:

- (A) "Parent" includes natural parent, adoptive parent, legal guardian, or person having physical custody and is responsible for the student's welfare.
- (B) "Homeless students" means individuals who lack a fixed, regular, and adequate nighttime residence, whether or not the temporary housing is located in Las Cruces, and who are otherwise eligible for educational services from Alma d'arte. This term includes:
 - 1. Students who are sharing 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 shelters or transitional housing; are abandoned in hospitals; are runaways living in shelters or other inadequate accommodations; or are awaiting foster care placement (children who are already in foster care are not considered homeless);
 - 2. Students 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;
 - 3. Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus stations, or similar settings; or
 - 4. Migratory students as defined under federal law who qualify as homeless because they are living in the circumstances set forth above.
- (C) "School of origin" means the school the student attended when permanently housed or the school in which the student was last enrolled.
- (D) "Unaccompanied youth" means a youth not in the physical custody of a parent or guardian, who is in transition as defined above. The more general term youth also includes unaccompanied youth.
- (E) "Immediate" means without delay.

- (F) “Liaison” means the staff person designated by Alma d’arte as the person responsible for carrying out the duties assigned to the liaison by the McKinney-Vento Homeless Assistance Act of 2001 (reauthorized in 2002). Alma d’arte has designated that the CAO/Principal will serve as the school’s liaison.

PROCEDURES:

(A) Identification

1. If the family of a new student, in completing Alma d’arte Student Registration Information, checks the homeless box, the student should be considered homeless. If the family checks the shared housing box, further inquiry is required to determine whether the student should be considered homeless.
2. The procedures outlined herein are to be applied to currently enrolled students who were not initially identified as homeless when enrolling or whose status has changed to homeless since enrolling, including homeless students who seek to withdraw from Alma d’arte because of a loss of housing.

(B) Enrollment

1. Alma d’arte must immediately enroll a homeless student, even if the student is unable to produce the records normally required for enrollment, such as school records, birth certificates, immunization records, and guardianship records.
2. Unaccompanied youth must also be immediately enrolled in school. They may either enroll themselves or be enrolled by a parent, non-parent caretaker, older sibling or liaison.
3. Alma d’arte shall immediately contact the school last attended by the homeless student to obtain relevant academic and other records.
4. Homeless children who seek to enroll with an adult who is not their parent or guardian shall be enrolled immediately and contact the homeless liaison for assistance.
5. If the homeless student needs to obtain immunizations, or immunization or medical records, Alma d’arte shall immediately refer the parent to the homeless liaison who shall facilitate obtaining the necessary immunization or medical records.

(C) Comparable Services

Each homeless student shall be provided services comparable to the services offered to other students in the school which the homeless student attends. Such services include:

1. Transportation services unless the student resides within the established walking distance.
2. Educational services for which the student meets the relevant eligibility criteria, such as services provided under Title I, educational programs for students with disabilities, and educational programs for students with limited English proficiency.
3. Vocational and technical education programs.
4. Programs for gifted and talented students.

5. Immediate eligibility for Free Lunch Program.

(D) Records

For each homeless student, any record ordinarily kept by the school, including immunization or medical records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, shall be maintained in accordance with Alma d'arte's Student Records Policy, so that they are available in a timely fashion when the student enters a new school or a new school district.

(E) Homeless Liaison

The homeless liaison shall ensure that:

1. Homeless students are identified by school personnel and through coordination activities with other entities and agencies.
2. Homeless students enroll in and have a full and equal opportunity to succeed in school.
3. Homeless students and families receive educational services for which such students and families are eligible, including special education and language assistance services.
4. The parents of homeless students are informed of the educational and related opportunities available to them and are provided with meaningful opportunities to participate in the education of their children.
5. Public notice of the educational rights of homeless students is disseminated at the school.
6. Enrollment disputes are processed according to applicable procedures.
7. The parents of homeless students, and unaccompanied homeless students, are fully informed of all transportation services, including transportation to the school of origin, and are assisted in accessing such transportation.

(F) Enrollment disputes will be addressed as outlined in the McKinney Vento Dispute Resolution Policy (Policy # SI0002B).

Legal Reference: 42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act (2002)

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