Homeless Liaison Responsibilities as stated in Board Policy IGBCA

The homeless liaison will attend all required professional development and other technical assistance activities as determined appropriate by the Department of Elementary and Secondary Education (DESE). The district shall inform school personnel, service providers and advocates working with homeless families of the duties of the homeless liaison. The homeless liaison will ensure that:

1. Homeless students, including homeless preschool-age children, are identified by school personnel through outreach and coordination activities with other entities and agencies.

2. Homeless students are enrolled in and have a full and equal opportunity to succeed in schools in the district.

3. Homeless families and students have access to and receive education services for which they are eligible, including Head Start and Early Head Start, early intervention services under the Individuals with Disabilities Education Act, and preschool programs administered by the district, as well as referrals to healthcare services, dental services, mental health and substance abuse services, housing services and other appropriate services based on their assessed needs.

4. The parents/guardians of homeless students are informed of the educational and related opportunities available to their students and are provided with meaningful opportunities to participate in the education of their students.

5. Public notice of the educational rights of homeless students is disseminated in locations frequented by parents/guardians, youth and unaccompanied youth, including schools, family shelters, public libraries and soup kitchens, in a manner and form understandable to the parents/guardians and youth.

6. Enrollment disputes are mediated in accordance with law.

7. The parents/guardians of homeless students and unaccompanied students are fully informed of all transportation services, including transportation to the school of origin, and are assisted in accessing transportation to the selected school.

8. Unaccompanied students will be assisted in placement or enrollment decisions, their views will be considered, and they will be provided notice of the right to appeal.

9. School personnel providing services to homeless students and their parents/guardians receive professional development and other support.

10. Unaccompanied students: Are enrolled in school; Have opportunities to meet the same challenging state academic standards that are established for other students; and are informed of their status as independent students under laws applicable to higher education and that they may obtain assistance from the homeless liaison in order to receive verification of this status for the purposes of applying for federal student aid.

11. Students who need to obtain immunizations or medical or immunization records will receive assistance.

12. The district collects and reports reliable, valid and comprehensive data to DESE regarding homeless students.

13. All homeless high school students receive information and individualized counseling regarding college readiness, college selection, the application process, financial aid and the availability of on-campus supports.

14. Every effort is made to enroll preschool-age homeless children in preschool if they are not already enrolled.

I understand the responsibilities of Homeless Coordinator

Signature__________________________________________________________   Date___________________________________________________

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