

# On-Site Compliance Audit Checklist

## Education of Homeless Students

District/Charter: \_\_\_\_\_

Reviewer: \_\_\_\_\_

School: \_\_\_\_\_

Date: \_\_\_\_\_

### Legislation/Regulation Authority:

Title X, Section 722

### Intent of the Legislation/Regulation:

Provide identification of and support services for homeless students

### Focus of Review:

Ensure homeless students are identified and provided supports needed for success.

### Method of Assessment: (Check all that apply)

- Document Review
- Observation
- Interview

### Location of Audit: (Check all that apply)

- LEA Office.....  Excludes Charters
- Elementary School.....  Excludes Charters
- Middle School .....  Excludes Charters
- High School.....  Excludes Charters
- Other Agency

### Over the past three years, what guidance, technical assistance, and/or professional development has been offered to the districts and charters regarding this regulation?

Continual (at least quarterly) professional development; almost daily technical assistance.

Required District and Charter School Compliance Items of Education of Homeless Students	Evidence	Compliance			Comments/Corrective Action	Corrective Action Due Date
		Yes	No	N/A		
LEA has procedures in place to identify school-age homeless children and youth and determine whether or not they are attending and succeeding in school	Interview; Enrollment Forms; Attendance records					
Public notice of educational rights of homeless children and youth is disseminated by LEA in places where families and youth are likely to be present (e.g., schools, shelters, soup kitchens), and in comprehensible formats (e.g., in Spanish, geared for low literacy, or other community need).	Posters					
LEA has informed school personnel, local service providers and advocates of the office and duties of the local McKinney-Vento Liaison	Documentation of staff training; agendas; interviews					
Financial records (MV Sub-grants and Title 1 set-aside funds) are maintained to show expenditures are for authorized activities	Accounting records					
Best Interest meetings are conducted to determine where a student will be enrolled and what supports are required for student success.	Documentation of meetings; Interview					
The LEA has a process for the resolution of disagreements about eligibility and placement, with procedures for homeless families and youth to appeal decisions made by the LEA, including written explanations, clearly defined processes and provision of services during appeal.	Dispute Resolution Policy					