

*2010—2011 HOMELESS EDUCATION DIRECTORY
AND RESOURCE GUIDE*

Targeting Awareness
and Education of
Homeless Children and Youth



DELAWARE DEPARTMENT OF EDUCATION



Education for Homeless Children and Youth Program



Delaware Department of Education

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DELAWARE HOMELESS CHILDREN'S INITIATIVE
ITS GOALS AND THE STRATEGIES AND ACTIVITIES
THROUGH WHICH IT SEEKS TO ACHIEVE THOSE GOALS

I. **Goal:** Homeless students experience minimum disruption to their education.

That is, they:

- continue their education in their current school;
- are rapidly enrolled in a new school, close to the shelter or temporary housing;
- experience minimum transfers during the school year;
- have the opportunity to participate in the entire school program, including supplementary instructional programs, field trips and other enrichment activities, after-school recreational programs, etc.;
- experience a caring school and classroom climate; and
- experience success in their daily learning activities.



II. Capacity-building goals: Others who can ensure that homeless students experience minimum disruption to their education - namely, parents, school and district leadership and staff, shelter leadership and staff, and leadership and staff of other social or charitable agencies:

- understand the importance of minimizing disruption to a homeless child's education;
- understand the [law](#) with respect to homeless children; and
- understand their roles and responsibilities under the law.

A. [Parents](#)

- have the knowledge, skills, and disposition to enroll their children in the most appropriate school for them and in ways that minimize disruption to their child's education; and
- have the knowledge, skills, and disposition to access assistance and resources that can help them both minimize disruption and ensure that their child receives the kinds of care and instruction that will enable them to succeed in school.

B. School staff and district leadership

- develop and adopt policies and procedures which reflect the law and minimize disruption to homeless children;
- ensure that all [school staff understand the policies and procedures](#) and have the knowledge and skills to use them to rapidly enroll homeless students; and
- ensure that staff have the knowledge and disposition to provide a positive and caring environment for homeless and, indeed, all children; that they facilitate homeless children's access to the entire school program; and that they provide them the kinds of instructional support that enable them to succeed in their academic work.

C. Shelter and other social agency leadership and staff

- develop a [working relationship with district and school staff](#) that facilitates the rapid enrollment of new homeless children and
- provide information and support to parents and students that enable them to fulfill their responsibilities in ensuring the minimum disruption to their education.

III. District Liaisons, using funds provided under the McKinney Act, pursue two strategies to achieve minimal disruption to homeless children's education by:

- *capacity-building*. They seek to develop the capacity of school districts, shelters, social agencies, and parents to act in ways that minimize the disruption of homeless children's education and
- *direct services*. They provide direct assistance and resources to homeless children and their families aimed at minimizing the disruption of those children's education.

In implementing these strategies, liaisons engage in the following principle activities:

- provide information about what the law requires of school districts and schools;
- provide personalized technical assistance to parents, school district and school leadership and staff, and the leadership and staff of homeless shelters, charitable organizations and social agencies that work with the homeless; and
- *provide funds* to cover the costs that may be incurred in minimizing disruption to a homeless child's education and in ensuring a homeless student's access to the entire educational program of a school

OVERVIEW

Delaware's Education for Homeless Children and Youth State Plan

- informs local school districts of their responsibility to homeless children and youth;
- provides policies that bring the state into compliance with federal law; and
- outlines specific local, regional and statewide activities to assure homeless students equal access to quality education.

The goal of the program is to ensure homeless children and youth a free and appropriate public education on an equal basis with all other children in the state. Program objectives and activities are intended to remove barriers to enrollment and educational success for homeless children.

The main objectives of the program are to:

- increase awareness about the needs of homeless children and youth;
- reveal possible educational barriers;
- explain current legislation and policies already in place which overcome these barriers;
- provide practical tips for working with homeless children and youth;
- [collect information](#) about the status of a homeless child's education and about the capacities of parents, school districts and schools, and about shelters and other social and charitable agencies;
- [provide training](#) that ensures that parents, school leadership and staff, and the leadership and staff of homeless shelters, charitable organizations and social agencies that work with the homeless have the knowledge, skills, and dispositions to act in ways that minimize the disruption to homeless students' education; and
- [provide funds](#) to cover the costs that may be incurred in minimizing disruption to a homeless child's education and in ensuring a homeless student's access to the entire educational program of a school.



ELIGIBILITY

Local Educational Agencies (LEAs) with identified homeless populations are eligible for a grant to provide comprehensive services to address the needs of homeless children and youth. Each grantee is required to designate an individual as a homeless liaison responsible for coordination of services between the school, shelters and community agencies.

FREQUENTLY ASKED QUESTIONS

$3 \times 4 = 12$ To whom should I speak about the education and needs of homeless children in my school district?

$4 \times 4 = 16$

$5 \times 4 = 20$ Each school district in Delaware has someone designated as a homeless contact. You may call on this individual for assistance as needed.

$6 \times 4 = 24$

To whom does the McKinney Act's Education Provision apply?

The provision applies to all homeless children and youth who are guaranteed a free and appropriate public education. Homeless children and youth include those living with or without their parents in a shelter (e.g. temporary family shelter, domestic violence shelter, runaway shelter), transitional housing, hotel or motel, campground, cars, or on the street. Also included are those children and youth temporarily living with relatives or friends (with or without their parents) because they do not have a fixed, regular, safe and adequate residence, and children in foster care.

In Delaware, based on the best interest of the student, homeless students have the right to attend either

- the school of origin, or
- the school serving the attendance area in which the homeless student is actually living.

The choice is open to students who become homeless during the school year, for the remainder of that school year, and to students who become homeless during the summer, for the following school year.

NOTE: The law defines school of origin as "the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled."

In Delaware, who makes the final decision concerning what school a homeless student will attend?



Frequently held workshops for educators.

The local educational agency (LEA) of each homeless child or youth shall make placement arrangements according to the child's or youth's best interest. In determining the best interests of the child or youth, the LEA shall comply, to the extent feasible, with the request made by a parent or guardian regarding school selection. The choice regarding placement shall be made regardless of whether the child or youth lives with the homeless parents or has been temporarily placed elsewhere by the parents. If the parent disagrees with the decision, the child will attend the school of origin or the new school of attendance whichever the parent has selected until a Dispute Resolution has taken place.

Can a school require proof of residency that might prevent or delay the enrollment of a homeless student?



No. The federal law requires that all homeless children and youth, including homeless preschoolers, be provided access to a free and appropriate public education. "Residence", traditionally equated with "domicile" (home), does not apply where homeless children and youth are concerned. They are presently unable to establish "homes" on a permanent basis.

Many homeless students arrive at a new school without any records. Can these children start in the new school before their records arrive?

Yes. Lack of school records will not prevent a homeless student from enrolling in the new school. A student's immunization records can be transferred over the phone from the school nurse of the sending school to the school nurse of the receiving school. A child can start school after the immunization records are transferred in this way (written confirmation should follow in 30 days). Health records, academic records, and records regarding specific program eligibility (e.g. school meals, special services, etc.) should be transferred according to local procedures. Program placements, in the most appropriate setting, should be initiated upon enrollment. Homeless students do not need to wait until these records arrive to attend the new school. It is recommended that LEAs develop a policy of sharing records that is consistent with the manner in which they would like to receive records, and that would facilitate timely enrollment and placement decisions.

If a homeless child is living in one district or attendance area and attending school in another district or attendance area, how do schools in Delaware provide transportation?

Insofar as it is feasible, transportation for homeless children is integrated with regular transportation service. When it is in the child's best interest to attend school in the original attendance area, the district of origin will provide transportation and cost will be shared between the two districts.



Whom should you contact for guidance?

Further information on Delaware policies regarding the education of homeless children and youth is available through:

Delaware Department of Education
Attn: Dennis Rozumalski, Education Associate
School Support Services Group
401 Federal Street, Suite 2
Dover, DE 19901
Telephone: (302) 735-4260
Fax: (302) 739-4483
Email: drozumalski@doe.k12.de.us

DISTRICT AND CHARTER SCHOOL HOMELESS EDUCATION LIAISONS

NEW CASTLE COUNTY

Districts	Phone	Liaison	Email Address	Address	City	Zip
Appoquinimink	376-4117	Eunice Woodard	eunice.deputy@appo.k12.de.us	118 S. Sixth Street Box 4010	Odessa	19730
Brandywine	761-7420, x2110	P.J. Facciolo	pamela.facciolo@bsd.k12.de.us	500 Duncan Road	Wilmington	19809
Christina	(O) 552-2679 (C) 743-0225	Lavina Smith	smithl@christina.k12.de.us	Drew Educ. Support 600 N. Lombard St.	Wilmington	19801
Colonial	323-2830	Shelley Earley	searley@colonial.k12.de.us	Wallace Wallin Ctr. 701 East Basin Road	New Castle	19720
New Castle Co. VT	995-8035	Debbie Dolde	ddolde@nccvt.k12.de.us	1417 Newport Road	Wilmington	19804
Red Clay Cons.	552-3815	Christine T. Miller	christine.miller@redclay.k12.de.us	4550 New Linden Hill Road	Wilmington	19808

Charter Schools	Phone	Liaison	Email Address	Address	City	Zip
Charter School of Wilmington	651-2727	Kurt Hollstein	khollstein@charterschool.org	100 North DuPont Rd.	Wilmington	19807
Delaware College Preparatory Acad.	762-7424	Nita Roberson	nita.roberson@dcpa.k12.de.us	510 W. 28 th St., PO Box 2588	Wilmington	19802
Delaware Military Academy	998-0745	Sam Paoli	sam.paoli@dma.k12.de.us	112 Middleboro Rd.	Wilmington	19804
East Side Charter	762-5834	Dominque Taylor	jdtaylor@state.de.us	3000 North Claymont St.	Wilmington	19802
Edison Charter (Thomas)	778-1101	Fran Livingston	flivingston@tees.k12.de.us	2200 North Locust St.	Wilmington	19802
Family Foundations Acad.	324-8901	Barry Sigal	bsigal@ffa.k12.de.us	1101 Delaware St.	New Castle	19720
Kuumba Academy	472-6450, x17	Denise Elliott	delliott@kuumba.k12.de.us	519 North Market St.	Wilmington	19801
Moyer Academy (Maurice J.)	428-9500	Theo Gregory	tgregory@mjm.k12.de.us	610 E. 17 th Street	Wilmington	19802
MOT Charter	376-5125	Tina Conley	tina.conley@mot.k12.de.us	1156 Levels Rd.	Middletown	19709
Newark Charter	369-2001, x501	Joanne Schlosberg & Kris O'Connor	jschlosberg@ncs.k12.de.us ; koconnor@ncs.k12.de.us	2001 Patriot Way	Newark	19711

DISTRICT AND CHARTER SCHOOL HOMELESS EDUCATION LIAISONS

Continuation of New Castle Co. Charter Schools

Charter Schools	Phone	Liaison	Email Address	Address	City	Zip
Odyssey Charter	994-6490	Barbara Berrick	berick@odyssey.k12.de.us	3821 Lancaster Ave., Bldg. 40	Wilmington	19805
Pencader Business & Finance Charter	472-0794	Brad Catts	brad.catts@pencadercharter.org	170 Lukens Drive	New Castle	19720
Prestige Academy	762-3240	Jack Perry	jack.perry@pa.k12.de.us	1121 Thatcher St.	Wilmington	19802

KENT COUNTY

Districts	Phone	Liaison	Email Address	Address	City	Zip
Caesar Rodney	697-2173 X165	Jackie Young	jacqueline.young@cr.k12.de.us	219 Old North Road, Box 188	Camden- Wyoming	19934
Caesar Rodney	697-2173 X169	Chad Holloway	Chad.holloway@cr.k12.de.us	219 Old North Road, Box 188	Camden- Wyoming	19934
Capital	672-1931	Geraldine Jones	gjones@capital.k12.de.us	945 Forest Street	Dover	19904
Lake Forest	284-3020 X108	Ed Cutler	ewcutler@lf.k12.de.us	5423 Killens Pond Road	Felton	19943
Milford	422-1620	Harold Walters	hwalters@mail.milford.k12.de.us	612 Lakeview Avenue	Milford	19963
Polytech	697-3255	June Day	jday@polytech.k12.de.us	823 Walnut Shade Road	Woodside	19980
Smryna	653-3135	Pamela Denney- Griffiths	denney-griffithspamela@smyrna.k12.de.us	22 South main St.	Smyrna	19977

Charter Schools	Phone	Liaison	Email Address	Address	City	Zip
Academy of Dover	674-0684	Noel Rodriguez	nrodriguez@aod.k12.de.us	104 Saulsbury Road	Dover	19904
Campus Community School	736-3300	Jan Jordan	Jordan@ccs.k12.de.us	21 North Bradford St.	Dover	19904
Positive Outcomes	697-8805	Edward Emmett, Jr.	eemmett@pocs.k12.de.us	3337 S. DuPont Hwy.	Camden	19934
Providence Creek	653-6276	Trina Willey	twilley@pca.k12.de.us	273 Duck Creek Rd.	Clayton	19938

DISTRICT AND CHARTER SCHOOL HOMELESS EDUCATION LIAISONS

SUSSEX COUNTY

District	Phone	Liaison	Email Address	Address	City	Zip
Cape Henlopen	684-5096	Randy Redard	randy.redard@cape.k12.de.us	Mariner Middle 16391 Harbeson Rd.	Milton	19968
Delmar	846-9544	Sally Irwin	sirwin@delmar.k12.de.us	200 Eighth Street	Delmar	19940
Indian River	436-1000 X141	Walter Smith	wsmith@irsd.k12.de.us	31 Hoosier Street	Selbyville	19975
Laurel	875-6105 X223	Gail Fowler	gflower@laurel.k12.de.us	1160 Central Avenue	Laurel	19956
Seaford	629-4587 X280	Paula Johnson	pjohnson@seaford.k12.de.us	390 North Market St.	Seaford	19973
Sussex Tech	856-0961 X298	Carlos Villa	cvilla@sussexvt.k12.de.us	17099 County Seat Highway	Georgetown	19947
Woodbridge	337-7990	Sue Dutton	sue.dutton@wsd.k12.de.us	16359 Sussex Hwy.	Bridgeville	19933

Charter Schools	Phone	Liaison	Email Address	Address	City	Zip
Sussex Academy of Arts and Sciences	856-3636	Clayton Crum	ccrum@saas.k12.de.us	21777 Sussex Pines Rd.	Georgetown	19947

EMERGENCY AND TRANSITIONAL HOUSING SERVICES

NEW CASTLE COUNTY SHELTERS

Shelter Provider	Phone	Contact Name & Title	Email Address	Address	City	Zip
Catholic Charities	655-9624	Richelle Vible Program Director	rvible@ccwilm.org	2601 West 4 th Street	Wilmington	19805
Family Promise Northern New Castle County	998-2222	Tamikah Gowans Exec. Director	tgowans@familypromise.org	2104 St. James Church Road	Wilmington	19808
Friendship House Women's Transitional Housing	576-1840	Marcy Perkins Program Director	Womens.center@friendship-house.org	PO Box 1517	Wilmington	19899
Governor Terry Home/ Child Inc.	762-5566	Robbie Hoosty Program Director	rhoosty@childinc.com	700C River Road	Wilmington	19809
Homeward Bound (Emaus House)	737-2241	Mary Ellen Green Program Director	info@homewardbound-de.org	PO Box 9740	Newark	19714-9740
Martha's Carriage House & Sarah's House Shelter	762-6111	Cindy Mercer Program Director	cmercerc@childinc.com	507 Philadelphia Pike	Wilmington	19809
Mary Mother of Hope House II & III	652-1935	Emma Terrell Program Director	eterrell@ministryofcar.org	121 North Jackson Street	Wilmington	19805
YWCA / Home Life Management Center	683-7110	Ronica Burley Program Director	rburley@ywcade.org	709 N. Madison Street	Wilmington	19801
The Salvation Army	472-0764	Chantel Clark Program Director	chantelclark@salvationarmy.org	400 N. Orange Street	Wilmington	19801

KENT COUNTY SHELTERS

Shelter Provider	Phone	Contact & Title	Email Address	Address	City	Zip
Because We Care, Inc.	734-2301	Addie Merchant Program Director	amerch4863@aol.com	1420 McKee Rd.	Dover	19904
The Shepherd Place, Inc.	678-9077	Jessica Garbarino	jessicagarbarino@comcast.net	1362 S. Governors Blvd.	Dover	19904
Whatcoat Social Services	734-0319	Christ Steele Program Director	wssa@comcast.net	381 State College Road	Dover	19904

SUSSEX COUNTY SHELTERS

Shelter Provider	Phone	Contact	Email Address	Address	City	Zip
People's Place II & III / Families In Transition	422-8058	Marcey Rezac Program Director		PO Box 315	Seaford	19973
ShIPLEY State Service Center / Rotary House	628-2000	Diane Thomas Director	(Fax: 628-2055)	350 Virginia Avenue	Seaford	19973
Sussex Community Crisis Housing Services	856-7524	Marie Morole Executive Director	mtmorole@comcast.net	110 N. Railroad Avenue	Georgetown	19947

DEPARTMENT OF HEALTH AND SOCIAL SERVICES CONTACTS

NEW CASTLE CO. STATE SERVICE CENTER CONTACTS

Center	Phone	Address	City	Zip
Delaware Helpline	800-464-4357	Information Service for State Agencies Only		
Appoquinimink State Service Center	378-5770	122 Silver Lake Road	Middletown	19709
Belvedere State Svc Ctr.	995-8545	310 Kiamensi Road	Wilmington	19804
Claymont State Svc Ctr.	798-2870	3301 Green St.	Claymont	19703
DeLaWarr State Svc Ctr.	577-2970	500 Rogers Road	New Castle	19720
Hudson State Svc Center	283-7500	501 Ogletown Road	Newark	19711
Northeast State Svc Ctr.	577-3150	1624 Jessup Street	Wilmington	19802
Porter State Service Center	577-3400	509 W. 8 th	Wilmington	19801

KENT CO. STATE SERVICE CENTER CONTACTS

Williams State Service Center	857-5000	805 River Road	Dover	19901
Smyrna State Service Center	514-4500	200 South DuPont Blvd.	Smyrna	19977

SUSSEX CO. STATE SERVICE CENTER CONTACTS

Bridgeville State Svc Ctr.	337-8261	North Cannon and Mill Streets	Bridgeville	19933
Georgetown State Svc Ctr.	856-5574	564 S. Bedford St.	Georgetown	19947
Laurel State Service Ctr.	875-6943	31039 North Poplar St.	Laurel	19956
Milford State Service Ctr.	422-7200	11-13 N. Church Avenue	Milford	19963
Milford Annex (Milford & Sussex Co.)	424-7230	13 S.W. Front Street	Milford	19963
Pyle State Service Center	732-9501	34314 Pyle Center Road	Frankford	19945
Shipley State Service Center	628-2000	350 Virginia Avenue	Seaford	19973

HEAD START & EARLY CHILDHOOD CENTERS

ECAP & Head Start Program Directory

Kent County

Telamon Kent County Head Start ([click here for individual sites](#))

Head Start & Early Childhood Assistance Program - [Telamon Head Start Program Profile](#)

204 George's Alley

Smyrna, DE 19977

phone: (302) 659-5092

Fax: (302) 659-5106

Email: rstultz@telamon.org

Contact: Renita Stultz

Delaware Early Childhood Center ([click here for individual sites](#))

Early Childhood Assistance Program & Early Head Start

Lake Forest School District

South B Elementary School

100 W. Mispillion Street

Harrington, DE 19952-1099

phone: (302) 398-8945

Fax: (302) 398-8983

Email: jrcornwell@lf.k12.de.us, evgraham@lf.k12.de.us

Contacts: Janet Cornwell & Janet Esther Graham

Kreative Kids, Inc.

5 East and Clark Streets

Harrington, DE 19952

phone: (302) 398-6222, (302) 398-8111

Fax: (302) 398-7914

Email: mommyminner@aol.com

Contact: Debra Minner & Bertha Wyatt

Sussex County

Delaware Early Childhood Center ([click here for individual sites](#))

Early Childhood Assistance Program [Delaware ECAP Program Profile](#)

Lake Forest School District

Mispillion and West Street

Harrington, DE 19952-1099

phone: (302) 398-8945

Fax: (302) 398-8983

Director: Dr. Janet Cornwell Email: jrcornwell@lf.k12.de.us

Program Coordinator: Joy Rowe Email: jmrowe@lf.k12.de.us

Family Service Coord: Dee Sewell Email: omsewell@lf.k12.de.us

Education Coordinator: Joy Rowe Email: jmrowe@lf.k12.de.us

Health Specialist: Bridget Wheatley Email: bmwheatley@lf.k12.de.us

Delaware Technical & Community College

Child Development Center-Owens Campus ECAP - [Del Tech ECAP Program Profile](#)

Early Childhood Assistance Program

P.O. Box 626, Rt. 18

Georgetown, DE 19947-0610

phone: (302) 855-5950/855-1615

Fax: (302) 855-1655

Email: laurieb@college.dtcc.edu, wbernste@college.dtcc.edu

Contacts: Laurie Beauchamp, Ext 4760; Wendy Bernstein, Ext 4770

Indian River Education Complex

Project Village

Early Childhood Assistance Program

Rd 2, Box 156

Selbyville, DE 19975

phone: (302) 436-1017

Fax: (302) 436-1051

Director: Ivan D. Neal Email: ineal@irsd.k12.de.us

Program Coordinator: Tracy Hudson Email: thudson@irsd.k12.de.us

Family Service Coord: Gilda Neives-Knight Email: gneives-knight@irsd.k12.de.us

Telamon Corporation

Early Childhood Programs

26351 Patriots Way Rd.

Georgetown, DE 19947

phone: (302) 934-1642

Fax: (302) 934-0320

Email: dgonzalez@telamon.org

Contact: Doris Gonzalez

New Castle County**NEW CASTLE COUNTY--Brandywine School District**

Early Childhood Assistance Program

[Brandywine SD ECAP Program Profile](#)

P.S. Dupont Elementary School

701 W. 34th Street

Wilmington, De 19802

phone: (302) 761-7420

Fax: (302) 761-7496

Email: Pamela.Facciolo@bsd.k12.de.us

Contact: P.J. Facciolo

Christina Cultural Arts Center

Early Childhood Assistance Program [Christina Cultural Arts Program ECAP Program Profile](#)
705 N. Market Street
Wilmington, DE 19801
phone: (302) 652-0101
Fax: (302) 652-7480
Email: preceaa@yahoo.com
Contact: Paulette Wilkerson

[Christina Cultural Arts Program ECAP Program Profile](#)

Christina ECAP

Early Childhood Assistance Program [Christina School District ECAP Program Profile](#)
Christina School District
1015 Church Street
Newark, DE 19702
Phone: (302)454-2103, extension 404
Fax: (302)454-2109
Director: Lisa Lawson, lawsonl@christina.k12.de.us
Program Coordinator: Nancy Smith, smithn@christina.k12.de.us
Website: <http://christina.k12.de.us/ECAP/index.htm>

May B. Leasure Elementary School
1015 Church Road
Newark, DE 19702
(302) 454-2103
Website: <http://www.christina.k12.de.us/leasure/>

Henry M. Brader Elementary School
107 Four Seasons Parkway
Newark, DE 19702
(302) 454-5959
Website: <http://www.christina.k12.de.us/brader/>

Joseph M. McVey Elementary School
908 Janice Drive
Newark, DE 19713
(302) 454-2145
Website: <http://www.christina.k12.de.us/schools/McVey/>

Early Learning Center
Wyoming Rd
Newark, DE 19702
(302) 831-6205 Phone: (302) 831-0351
Fax: (302) 831-4690
Email: smithn@christina.k12.de.us
Contact: Nancy Smith
Website: <http://christina.k12.de.us/ECAP/index.htm>

Hilltop Lutheran Neighborhood Center

Early Childhood Assistance Program
1018 West Sixth Street
Wilmington, DE 19805
Phone: (302) 656-3224
Fax: (302) 656-3830

New Castle County Head Start, Inc. ([click here for individual sites](#))

Head Start and Early Childhood Assistance Programs - [New Castle Head Start Program Profile](#)
256 Chapman Road
Suite 103 Newark, DE 19702
Phone: (302) 452-1500
Fax: (302) 452-1509
Email: Jbenatti@aol.com
Contact: Jeff Benatti

Program Coordinators:

Judy Guttenplan Email: jguttenplan1@aol.com

Linda Marks Email: llmarks@aol.com

Sheila Berkel Email: sberkel21@aol.com

Wilmington Head Start ([click here for individual sites](#))

Head Start and Early Childhood Assistance Programs - [Wilmington Head Start Program Profile](#)
Community Services Building
100 W. 10th Street
Suite 1016
Wilmington, DE 19801
Phone: (302) 421-3620
Fax: (302) 421-3623
Email: dthomas@wilmheadstart.org
Contact: Deborah Thomas Ext. 13

Latin American Community Center - [Latin American Community Center ECAP Profile](#)

Early Childhood Assistance Program
403 N. Van Buren Street
Wilmington, DE 19805
Phone: (302) 655-7338
Fax: (302) 655-7334
Email: gadams@thelatincenter.org
Contact: Germaine Adams

New Directions Early Head Start ([click here for individual sites](#))

[New Directions Head Start Program Profile](#)

321 South College Avenue
Newark, DE 19716
Phone: (302) 831-0584
Fax: (302) 831-0474
Email: hlbeck@udel.edu
Contact: Heidi Beck

APPENDIX A

GUIDANCE FOR SCHOOLS WORKING WITH HOMELESS CHILDREN & YOUTH

INTRODUCTION

What is the purpose of the McKinney-Vento Education for Homeless Children and Youth (McKinney-Vento) program?

The McKinney-Vento program is designed to address the problems that homeless children and youth have faced in enrolling, attending, and succeeding in school. Under this program, State educational agencies (SEAs) must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youth. Homeless children and youth should have access to the educational and other services that they need to enable them to meet the same challenging State student academic achievement standards to which all students are held. In addition, homeless students may not be separated from the mainstream school environment. States and districts are required to review and undertake steps to revise laws, regulations, practices, or policies that may act as a barrier to the enrollment, attendance, or success in school of homeless children and youth.

What is the statutory authority for the McKinney-Vento program?

The program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 USC 11431 et seq.), (McKinney-Vento Act). The program was originally authorized in 1987 and, most recently, reauthorized by the No Child Left Behind Act of 2001.

What is meant by the term “homeless children and youth”?

The McKinney-Vento Act defines “homeless children and youth” as individuals who lack a fixed, regular, and adequate nighttime residence. The term includes –

- Children and youth who are:
 - sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as *doubled-up*);
 - living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
 - living in emergency or transitional shelters;
 - abandoned in hospitals; or
 - awaiting, or in, foster care (Delaware only)
- Children and youth 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;
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- Migratory children who qualify as homeless because they are living in circumstances described above.

Local Liaison

What are the responsibilities of the local liaison for homeless children and youth?

The local liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. The liaison coordinates services to ensure that homeless children and youth enroll in school and have the opportunity to succeed academically.

Local liaisons must ensure that:

- Homeless children and youth are identified by school personnel and through coordination activities with other entities and agencies;
- Homeless students enroll in, and have full and equal opportunity to succeed in, the schools of the LEA;
- Homeless children and youth and their families receive educational services for which they are eligible, including Head Start, Even Start, and preschool programs administered by the LEA, and referrals to health, mental health, dental, and other appropriate services;
- Parents or guardians of homeless children and youth are informed of educational and related opportunities available to their children, and are provided with meaningful opportunities to participate in the education of their children;
- Parents and guardians and unaccompanied youth are fully informed of all transportation services, including transportation to and from the school of origin, and are assisted in accessing transportation services;
- Enrollment disputes are mediated in accordance with the requirements of the McKinney-Vento Act; and
- Public notice of the educational rights of homeless students is disseminated to locations where they receive services under the McKinney-Vento Act.

In meeting these responsibilities, local liaisons must assist homeless children and youth with such activities as the following:

- Enrolling in school and accessing school services;
- Obtaining immunizations or medical records;
- Informing parents, school personnel, and others of the rights of homeless children and youth;
- Working with school staff to make sure that homeless children and youth are immediately enrolled in school pending resolution of disputes that might arise over school enrollment or placement;
- Helping to coordinate transportation services for homeless children and youth; and
- Collaborating and coordinating with State Coordinators for the Education of Homeless Children and Youth and community and school personnel responsible for providing education and related support services to homeless children and youth.

School's Responsibilities

What are a school's responsibilities for enrolling homeless children and youth?

A school selected on the basis of a "best interest determination" (see Appendix E) must immediately enroll the homeless child or youth, even if the child or youth is unable to produce the records normally required for

enrollment (such as previous academic records, medical records, proof of residency, birth certificates, or other documentation). The enrolling school must immediately contact the school last attended by the child or youth to obtain relevant academic or other records.

If a child or youth needs to obtain immunizations, or medical or immunization records, the enrolling school must immediately refer the parent or guardian to the LEA homeless liaison, who must assist in obtaining the immunizations or records. The records must be maintained so that they are available in a timely fashion when the child enters a new school or school district. To facilitate immediate enrollment, timely transfer of records from school to school should also take into account procedures for State-to-State record transfers.

The McKinney-Vento statute provides a broad mandate to States and districts to change policies or practices that act as a barrier to the enrollment, attendance, and school success of homeless children. It is important for them to review policies and practices on an on-going basis, so that new barriers do not prevent children from receiving the free, appropriate public education to which they are entitled.

On what basis does an LEA make school placement determinations for homeless children and youth?

Homeless children and youth frequently move, and maintaining a stable school environment is critical to their success in school. To ensure this stability, LEAs must make school placement determinations on the basis of the “best interest” of the homeless child or youth. Using this standard, an LEA must:

- (a) Continue the child or youth’s education in the school of origin for the duration of homelessness when a family becomes homeless between academic years or during an academic year; or for the remainder of the academic year if the child or youth becomes permanently housed during an academic year; or
- (b) Enroll the child or youth in any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

How does an LEA determine the child’s or youth’s “best interest”?

In determining a child’s or youth’s best interest, an LEA must, to the extent feasible, keep a homeless child or youth in the “school of origin” unless doing so is contrary to the wishes of the child or youth’s parent or guardian (see Appendix E). If an LEA wishes to send a homeless child or youth to a school other than the school of origin or a school requested by the parent or guardian, the LEA must provide a written explanation of its decision to the parent or guardian, together with a statement regarding the right to appeal the placement decision.

Why is it so important to maintain a stable education environment for homeless children and youth?

Changing schools significantly impedes a student’s academic and social growth. The literature on highly mobile students indicates that it can take a student four to six months to recover academically after changing schools. Highly mobile students have also been found to have lower test scores and overall academic performance than peers who do not change schools. Therefore, the McKinney-Vento Act calls for LEAs to maintain students in their school of origin to the extent feasible.

What should a school district consider when determining the extent to which it is feasible to educate a homeless child or youth in his or her school of origin?

As stated above, to the extent feasible, a district must educate a homeless child or youth in his or her school of origin, unless doing so is contrary to the wishes of the parent or guardian. The placement determination should be a student-centered, individualized determination. Factors that an LEA may consider include the age of the child or youth; the distance of a commute and the impact it may have on the student's education; personal safety issues; a student's need for special instruction (e.g., special education and related services); the length of anticipated stay in a temporary shelter or other temporary location; and the time remaining in the school year.

What procedures must an LEA follow if a dispute arises between a school and a parent or guardian regarding placement of a homeless child or youth?

If a dispute arises over school selection or enrollment, the LEA must immediately enroll the homeless student in the school in which enrollment is sought by the parent or guardian, pending resolution of the dispute. Similar provisions apply to placement of unaccompanied youth. Inter-district enrollment disputes should be resolved at the SEA level

Homeless families and youth may be unaware of their right to challenge placement and enrollment decisions. Therefore, the LEA must provide the parent, guardian, or unaccompanied youth with a written statement of the school placement decision and the appeal rights. The LEA must refer the unaccompanied youth, parent, or guardian to the LEA liaison, who must expeditiously carry out the dispute resolution process.

When enrollment disputes arise, it is critical that students not be kept out of school. Interruption in education can severely disrupt the student's academic progress.

To avoid such disruptions, LEAs need an established process for resolving school placement disputes. Permitting students to enroll immediately in the school of choice pending resolution of disputes helps provide needed stability.

LEA homeless liaisons help ensure that disputes are resolved objectively and expeditiously. Written notice protects both students and schools by outlining the specific reasons for the school's decision. It facilitates dispute resolution by providing decision-makers with documents to guide their determinations.

In providing special services to homeless children and youth, how does a school or district avoid stigmatizing those children?

As stated above, a district or school may not segregate homeless children and youth from the mainstream school environment. Homeless children and youth are entitled to receive all of the services that are provided to their non-homeless counterparts and in the same setting as their non-homeless peers.

In some circumstances, it may be appropriate to provide additional services to homeless children and youth in a separate setting. In doing so, a district should be careful not to stigmatize these students. If a district does implement a supplemental program exclusively for homeless children, such as a shelter-based evening tutoring program, it should not be called "the homeless tutoring program" or the "shelter tutoring program." Instead, the district should use a name such as "Discovery Club" or "Homework Club" to avoid stigmatization.

Enrollment and Attendance Statistics

The Department's FY 2000 Report to Congress indicated that 87 percent of homeless K-12 children and youth were enrolled in school. However, only 77 percent attended school regularly. Less than 16 percent of eligible preschool aged homeless children were enrolled in preschool programs.

U.S. Department of Education's McKinney-Vento Report to Congress for Fiscal Year 2000

What are effective strategies for a LEA to use to resolve enrollment disputes?

An LEA should consider the following strategies for effectively resolving school enrollment disputes:

- Disputes should be resolved at the district level rather than the school level;
- When inter-district issues arise, representatives from all involved districts and the SEA should be present to resolve the dispute;
- A State-level appeal process, involving the State coordinator, should be available for appeals of district-level decisions and resolution of inter-district disputes;
- The dispute resolution process should be as informal and accessible as possible, and allow for impartial and complete review;
- Parents, guardians, and unaccompanied youth should be able to initiate the dispute resolution process directly at the school they choose, as well as at the district or LEA homeless liaison's office;
- States should establish timelines to resolve disputes at the local and State level;
- Parents, guardians, and unaccompanied youth should be informed that they can provide written or oral documentation to support their position;
- Students should be provided with all services for which they are eligible while disputes are resolved;
- Written notice should be complete, as brief as possible, simply stated, and provided in a language the parent, guardian, or unaccompanied youth can understand. The notice should include:
 1. Contact information for the LEA homeless liaison and State coordinator, with a brief description of their roles;
 2. A simple, detachable form that parents, guardians, or unaccompanied youth can complete and turn in to the school to initiate the dispute process. (The school should copy the form and return the copy to the parent, guardian or youth for their records when it is submitted);
 3. A step-by-step description of how to dispute the school's decision;
 4. Notice of the right to enroll immediately in the school of choice pending resolution of the dispute;
 5. Notice that "immediate enrollment" includes full participation in all school activities;
 6. Notice of the right to appeal to the State if the district-level resolution is not satisfactory; and
 7. Timelines for resolving district- and State-level appeals.

Are children displaced from their housing by naturally occurring disasters eligible for services under the McKinney-Vento Act?

When children and their families are displaced from their housing as a result of a natural disaster, there is often a period of instability in which various private organizations and local, State, and Federal agencies provide assistance. SEAs and LEAs should determine such children's eligibility for McKinney-Vento services on a case-by-case basis. In making this determination, they should take into consideration the services that are available through these other sources.

Following a disaster, one of the LEA's first priorities is to re-open impacted schools as soon as possible and take steps to normalize school routines. LEAs should then proceed to examine whether children who have been displaced by the natural disaster are eligible for McKinney-Vento services on a case-by-case basis. In such circumstances, the Department would provide technical assistance and other assistance, as available, to help the LEA.

What strategies can a local liaison use to identify homeless preschoolers?

Local liaisons can identify preschool-aged homeless children by working closely with shelters and social service agencies in their area. In addition, the liaison should work with school personnel, who can inquire, at the time they are enrolling homeless children and youth in school, whether the family has preschool-aged children.

The LEA liaison should also collaborate with the school district special education program. The Individual with Disabilities Education Act (IDEA) requires that highly mobile children with disabilities, such as migrant and homeless children who are in need of special education and related services, are located, identified and evaluated. Additionally, IDEA requires that homeless preschoolers and all homeless children be included in the "Child Find" process for early identification of special education needs.

Transportation

What responsibilities do SEAs and LEAs have regarding providing transportation services to homeless children and youth?

SEAs and LEAs are responsible for reviewing and revising policies, including transportation policies, that may act as barriers to the enrollment and retention of homeless children and youth in schools in the State. Under the McKinney-Vento Act, homeless children and youth are entitled to receive the transportation and other services that are available to non-homeless students.

SEAs and LEAs must adopt policies and practices to ensure that transportation is provided, at the request of the parent or guardian (or, in the case of an unaccompanied youth, the liaison), to or from the "school of origin" (see definition in Appendix A) in accordance with the following requirements:

- If the homeless child or youth continues to live in the area served by the LEA in which the school of origin is located, that LEA must provide or arrange for the child's or youth's transportation to or from the school of origin.
- If the homeless child or youth continues his or her education in the school of origin but begins living in an area served by another LEA, the LEA of origin and the LEA in which the homeless child or youth is living must agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin. If the LEAs cannot agree upon a method, the responsibility and costs for transportation are to be shared equally.

What are an LEA's responsibilities regarding "comparable services"?

An LEA in a participating State must provide services to each homeless child and youth that is comparable to services offered to other students in the LEA. These services include public preschool programs, and educational programs or services for which a homeless student meets the eligibility criteria, such as programs for children with disabilities, programs for students with limited English proficiency, vocational education, programs for gifted and talented students, before-and after-school programs, school nutrition programs, and transportation.

What are an LEA's responsibilities regarding coordination of services for homeless children and youth?

LEAs are responsible for coordinating with local social service agencies and other service providers and programs, including programs under the Runaway and Homeless Youth Act (42 U.S.C. 5701 et seq.), and with other LEAs on issues such as transportation and the transfer of records. Additionally, they must coordinate with housing assistance providers. The purpose of this coordination is to ensure that eligible students have access and reasonable proximity to available education and related support services. It is also important to coordinate efforts in order to raise the awareness of school personnel and service providers of the effects of homelessness and the challenges that homeless students face.

Unaccompanied Youth

Why does the McKinney-Vento Act place special emphasis on serving the needs of homeless unaccompanied youth?

Homeless unaccompanied youth often face unique barriers in enrolling and succeeding in school. These barriers include school attendance policies, credit accrual, and legal guardianship requirements. Without a parent or guardian to advocate for them and exercise parental rights, they may be denied enrollment and remain out of school for extended periods of time. Unaccompanied youth also may not understand their educational rights, or know how to acquire this information.

How do local liaisons assist homeless unaccompanied youth in accessing the educational services to which they are entitled?

Local liaisons assist unaccompanied youth in accessing educational services through such activities as:

- Helping unaccompanied youth choose and enroll in a school, after considering the youth's wishes;
- Providing unaccompanied youth with notice of their appeal rights in a language they can understand or in an accessible format;
- Informing youth of their right to transportation to and from the school of origin, and assisting unaccompanied youth in accessing transportation; and
- Ensuring that unaccompanied youth are immediately enrolled in school pending the resolution of disputes.

APPENDIX B

TITLE 14, 901: EDUCATION OF HOMELESS CHILDREN & YOUTH

901 Education of Homeless Children and Youth

1.0 Purpose.

Consistent with the provisions of the McKinney-Vento Homeless Education Assistance Improvement Act, as amended by the No Child Left Behind Act of 2001 (42 U.S.C. §11431 et. seq.), the intent of this regulation is to ensure the educational rights and protections for children and youth experiencing homelessness.

2.0 Definitions.

The following words and terms, when used in this regulation, shall have the following meaning unless the context clearly states otherwise:

"Department" means the Delaware Department of Education.

"Homeless Children and Youths" as defined by the provisions of the 42 U.S.C. §11434a(2), means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of 42 U.S.C. §11302(a)(1)); and includes:

Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship or similar reason; are living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; (in Delaware that includes children in foster care)

Children and youths who have a primary nighttime residence that is in a private or public place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of 42 U.S.C. §11302(a)(2)(C));

Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and Migratory children (as such term is defined in section 6399 of Title 20, the Elementary and Secondary Education Act of 1965) who qualify as homeless because the children are living in circumstances described above.

"LEA Homeless Liaison" means the Local Educational Liaison for Homeless Children and Youths designated under 42 U.S.C. §11432(g)(1)(J)(ii).

"Secretary" means the Secretary of Education.

"State Coordinator" means the Delaware Coordinator for Education of Homeless Children and Youths designated under 42 U.S.C. §11432(d)(3).

"Unaccompanied Youth" as defined by the provisions of 42 U.S.C. §11434a(6) includes a youth not in the company of a parent or guardian.

3.0 Federal Regulations.

Local school districts shall comply with the provisions of the McKinney-Vento Homeless Education Assistance Improvement Act, as amended by the No Child Left Behind Act of 2001 (42 U.S.C. §11431 et. seq.) and any regulations issued pursuant thereto.

4.0 Procedures for the Resolution of Disputes Concerning the Educational Placement of Homeless Children and Youths.

4.1 If a dispute arises over school selection or enrollment, the local school district must immediately enroll the homeless student in either the school of origin (as defined in 42 U.S.C. 11432 (g) (3) (G)) or the school that non-homeless students who live in the attendance area in which the homeless student is actually living are eligible to attend, whichever is sought by the parent, guardian or homeless youth, pending resolution of the dispute.

4.2 The local school shall provide the parent, guardian or homeless youth with a written notice of the school's decision regarding school selection or enrollment. The notice shall include:

4.2.1 A written explanation of the school's decision regarding school selection or enrollment;

4.2.2 Contact information for the LEA Homeless Liaison and State Coordinator, with a brief description of their roles;

4.2.3 A simple, detachable form that parents, guardians, or homeless youth can complete and turn into the school to initiate the dispute resolution process;

4.2.4 Instructions as to how to dispute the school's decision at the district level;

4.2.5 Notice of the right to enroll immediately in the school of choice pending resolution of the dispute;

4.2.6 Notice that immediate enrollment includes full participation in all school activities for which the student is eligible;

4.2.7 Notice of the right to appeal to the State if the district-level resolution is not satisfactory; and

4.2.8 Time lines for resolving district and State level appeals.

4.3 District Level Dispute Resolution Process

4.3.1 Local school districts shall develop a dispute resolution process at the district level. The dispute resolution process shall be as informal and accessible as possible, but shall allow for impartial and complete review. Parents, guardians, and homeless youth shall be able to initiate the dispute resolution process directly at the school they choose or the school district or LEA Homeless Liaison's office.

4.3.2 Within ten (10) calendar days of the initiation of the district level dispute resolution process; the school district shall inform the parties in writing of its determination, along with notice of the right to appeal to the State if the district level resolution is not satisfactory.

4.4 Inter-district Resolution Process

4.4.1 When inter-district issues arise, including transportation, representatives from all involved school districts, the State Coordinator, or his or her designee, and the parent(s), guardian(s) or unaccompanied youth shall meet within ten (10) calendar days of the initiation of the dispute process to attempt to resolve the dispute.

4.4.2 The State Coordinator's role is to facilitate the meeting.

4.4.3 If the parties are unable to resolve the inter-district dispute, it shall be referred to the Secretary within ten (10) calendar days of the meeting. Subsection 4.5.4 through 4.5.9 shall govern the review official's determination. The review official shall consider the entire record of the dispute, including any written statements submitted and shall make a determination based on the child's or youth's best interest, as defined in 42 U.S.C. §11432(g)(3).

4.4.3.1 Notwithstanding 4.4.3, where the inter-district dispute is limited solely to the issue of the apportionment of responsibility and costs for providing the child transportation to and from the school of origin, there shall be no referral to the Secretary. Pursuant to 42 USC 11432 (g) (1) (J) (iii) (II), if the school districts are unable to agree upon such a method of appropriation, the responsibility for the costs for transportation shall be shared equally.

4.5 State Level Dispute Resolution Process

4.51 The State-level dispute resolution process is available for appeals from district-level decisions and inter-district disputes. Appeals may be filed by parents, guardians, homeless youths or school districts. Appeals filed by a local school shall not be accepted.

4.5.2 To initiate the State-level dispute resolution process, the appellant must file a written notice of appeal with the Secretary no later than ten (10) calendar days after receiving written notification of the district level or inter-district decision. The notice of appeal shall state with specificity the grounds of the appeal, and shall be signed by the appellant. Where the appeal is being initiated by a school district, the superintendent of the district must sign the notice of appeal.

4.5.3 A copy of the notice of appeal shall be delivered by hand or certified mail to all other parties to the proceeding at the time it is sent to the Secretary. A copy of any other paper or document filed with the Secretary or review official shall, at the time of filing, also be provided to all other parties to the proceeding.

4.5.4 Upon receipt of a notice of appeal, the Secretary or his/her designee, shall within five (5) calendar days decide whether to hear the appeal or assign it to an independent and impartial review official and shall so advise the parties.

4.5.5 The local district shall file a certified record of the district or inter-district level dispute proceeding with the Secretary or review official within five (5) calendar days of the date the Secretary notifies the parties that an appeal has been filed. The record shall contain any written decision, any written minutes of the meeting(s) at which the disputed action was taken, all exhibits or documentation presented at the district or inter-district level dispute proceeding, and any other evidence relied on by the District(s) in making its (their) decision.

4.5.6 Appeals are limited to the record. The parties may support their positions in written statements limited to matters in the existing record. In order to be considered, written statements must be filed with the review official no later than twenty (20) calendar days after the appeal is filed.

4.5.7 The review official shall consider the entire record of the dispute, including any written statements submitted in reaching his or her decision. The review official shall overturn the district or inter-district decision only if he or she decides that the district's decision was not supported by substantial evidence or was arbitrary or capacious or is inconsistent with state and federal law or regulation.

4.5.8 Within thirty (30) calendar days of the receipt of the notice of appeal, the review official shall inform the parties of his or her determination.

4.5.9 The determination of the review official shall be final and is not subject to further appeal within the Department of Education.

1 DE Reg. 963 (1/1/98)

7 De Reg. 620 (11/1/03)

APPENDIX C

FOSTER CARE (HOUSE BILL NO. 279)

FOSTER CARE

SPONSOR: Rep. Maier & Sen. Sokola;
Reps. Hudson, Keeley, Mulrooney, Plant, Schooley, Ulbrich,
Wagner, Sens. Blevins, Cook, Henry, Sorenson, Cloutier,
Connor

HOUSE OF REPRESENTATIVES

143rd GENERAL ASSEMBLY

HOUSE BILL NO. 279

AN ACT TO AMEND TITLE 14 OF THE DELAWARE CODE RELATING TO PUBLIC SCHOOL ATTENDANCE OF FOSTER CHILDREN.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF DELAWARE:

Section 1. Amend Title 14, § 202(c) of the Delaware Code by adding a new sentence at the end thereof as follows:

“For the purpose of this Section and provisions of the McKinney-Vento Homeless Education Assistance Improvement Act, the words ‘awaiting foster care placement’ include all children in foster care.”.

Section 2. Amend Title 14, § 202(e)(3) of the Delaware Code by striking the second sentence and inserting the following in lieu thereof:

“Children in the care and custody of the Department of Services for Children, Youth and Their Families who are in foster care shall attend school in accordance with the McKinney-Vento Homeless Education Assistance Improvement Act [42 U.S.C. § 11431 to § 11435].”.

SYNOPSIS

This Bill confirms the practices and procedures of the Department of Education and the Department of Services for Children, Youth and Their Families that all foster children are within the provisions and protections of the federal McKinney-Vento Homeless Education Assistance Improvement Act, which allocates funds to the States for the education of homeless children and youths.

APPENDIX D

HOMELESS DATA

HOMELESS DATA SHEET

LAST NAME _____

FIRST NAME _____

DOB _____

STATE ID # _____

SCHOOL NAME _____ SCHOOL CODE _____

GRADE _____

ADDRESS _____

CITY _____ STATE _____ PHONE # _____

IMMUNIZATIONS YES _____ NO _____

CAREGIVER _____

LIVING SITUATION (circle) MOTEL SHELTER DOUBLED HOUSING
INDEPENDENT RUNAWAY CAR
OTHER _____

SHELTER NAME _____

SCHOOL SERVICES TITLE I SPECIAL EDUCATION ESL

TRANSPORTATION _____

PRINCIPAL'S SIGNATURE _____

PLEASE UPDATE ANY CHANGES BELOW:

NEW ADDRESS START DATE _____

DE-ACTIVATION DATE _____

APPENDIX E

FEASIBILITY OF SCHOOL PLACEMENT

Determining Feasibility of School Placement Form

Name of Student: _____

Date: _____

According to the McKinney-Vento Homeless Assistance Act, a homeless child or youth has the right to attend the school of origin or the local attendance areas school, according to the best interest of the child:

The **school of origin** is defined as:

- The school that the child or youth attended when permanently housed; OR
- The school in which the child or youth was last enrolled

The **local attendance area school** (local school) is defined as:

- Any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend

This form will assist in determining which placement decision would be in the student's best interest.

Please provide the following information for the attendance options for the student:

School that the child or youth attended when permanently housed: _____

Name of school and district: _____

Dates of attendance: _____

Living arrangement at the time: _____

School in which the child or youth was last enrolled: _____

Name of school and district: _____

Dates of attendance: _____

Living arrangement at the time: _____

Local Attendance Area School: _____

Name of school and district: _____

Dates of attendance: _____

Determining Feasibility of School Placement Form--Continued

1. Are the school of origin and the local attendance area school in the same school district?

2. Which school does the child/youth want to attend? Why?

3. Which school does the parent want the child/youth to attend? Why?

4. What is the distance and time spent on travel from the current residence to the school of origin?

5. If transportation is currently unavailable to the school of origin, how can it be arranged?

6. What time of year is it (at the beginning of the school year, near the end of the school year, during the summer?)

7. How long did the child/youth attend the school of origin? Were meaningful social and educational relationships established?

8. Are there specific people in the school or origin who have been providing support or assistance to the family or child/youth experiencing homelessness?

9. Are there special programs, such as gifted, bilingual, or remedial education, in which the child/youth has been participating at the school of origin? If yes, please describe.

Are these special programs also available at the local attendance area school?

Determining Feasibility of School Placement Form--Continued

10. Based on knowledge of the family’s situation, how long is the family likely to remain at the current residence?

11. What is the likelihood that the family experiencing homelessness will reestablish residency in the attendance area of the school of origin?

12. What does the child’s foster care permanency plan indicate?

Based on answers to the previous questions, the school district recommends the following school:

Individuals consulted to determine that this placement is in the student’s best interest were:

Person/s making the recommendation:

Printed Name

Signature

Printed Name

Signature

Printed Name

Signature

