

MARIN COUNTY OFFICE OF EDUCATION
ADMINISTRATIVE RULES AND REGULATIONS

EDUCATION FOR HOMELESS CHILDREN
(Board Policy 6173)

Definitions

Homeless means students who lack a fixed, regular and adequate nighttime residence and includes: (42 USC 11435)

1. Children and youth who are sharing the 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 or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement
2. Children and youth who have a primary nighttime residence that is a public or private place not designated for or ordinarily used as regular sleeping accommodations for human beings
3. Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings
4. Migratory children who qualify as homeless because the children are living in conditions described in (1)-(3) above

School or program of origin means the school or program that the student attended when permanently housed or the school or program in which the student was last enrolled. (42 USC 11432)

Best interest means, to the extent feasible, continuing a student's enrollment in the school or program of origin for the duration of his/her homelessness, except when doing so is contrary to the wishes of his/her parent/guardian. (42 USC 11432)

District Liaison

The Superintendent or designee designates the following staff person as the MCOE liaison for homeless students (42 USC 11432):

Program Manager
Education Services
Marin County Office of Education
1111 Las Gallinas Avenue
San Rafael, CA 94903
415-499-5879

The MCOE's liaison for homeless students shall ensure that: (42 USC 11432)

1. Homeless students are identified by school personnel and through coordination activities with other entities and agencies

(BP 1400 – Relations between Other Governmental Agencies and the Schools)
(BP 3553 – Free and Reduced-Price Meals)
(BP 5141.6 – Student Health and Social Services)
2. Homeless students enroll in, and have a full and equal opportunity to succeed in, MCOE schools and programs
3. Homeless families and students receive educational services for which they are eligible
4. Parents/guardians are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children
5. Notice of the educational rights of homeless children is disseminated at places where children receive services, such as schools, shelters, and soup kitchens
6. Enrollment disputes are mediated in accordance with law, Board policy and administrative regulation
7. Parents/guardians are fully informed of all transportation services

(BP 3250 – Transportation Fees)
(BP 3541 – Transportation Routes and Services)

Enrollment

Placement decisions for homeless students shall be based on the student's best interest. In determining a student's best interest, a homeless student shall, to the extent feasible, be placed in his/her school or program of origin, unless his/her parent/guardian requests otherwise. (42 USC 11432)

The student may continue attending the school or program of origin for the duration of the homelessness and until the end of any academic year in which the student moves into permanent housing. (42 USC 11432)

If the student is placed at a school or program other than the school or program of origin or a school or program requested by the parent/guardian, the Superintendent or designee shall provide the parent/guardian with a written explanation of the decision along with a statement regarding the parent/guardian's right to appeal the placement decision. (42 USC 11432)

Once a placement decision has been made, the administrator or designee shall immediately enroll the student in the school or program of choice, even if the parent/guardian is unable to provide the school or program with the records normally required for enrollment. (42 USC 11432)

(BP 5111.13 – Residency for Homeless Children)

(BP 5125 – Student Records)

(BP 5141.31 – Immunizations)

The administrator or designee shall immediately contact the school last attended by the student to obtain the relevant records. If the student needs to obtain immunizations or does not possess immunization or other medical records, the administrator or designee shall refer the parent/guardian to the district homeless student liaison. The liaison shall assist the parent/guardian in obtaining the necessary immunizations or records for the student. (42 USC 11432)

Enrollment Disputes

If a dispute arises over school or program selection or enrollment in a particular school or program, the student shall be immediately admitted, pending resolution of the dispute, to the school or program in which enrollment is sought. (42 USC 11432)

The parent/guardian shall be provided with a written explanation of the placement decision, including an explanation of the parent/guardian's right to appeal the decision. He/she shall also be referred to the MCOE's liaison. (42 USC 11432)

The MCOE liaison shall carry out the dispute resolution process provided by the state as expeditiously as possible after receiving notice of the dispute. (42 USC 11432)

(Board Policy 1501 – Uniform Complaint Procedures)