



Children and Youth in Transition

Classified Enrollment Presentation

Office of Children & Youth in Transition (CYT)

We support students:

- Experiencing homelessness
- Living in foster care
- Military connected
- Students with refugee status
- Returning to SDUSD from Juvenile Justice facilities

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Objective of CYT Training

Increase awareness of the rights and needs of Children and Youth in transition by learning about:

- ✗ the definition of homelessness, refugee youth, foster youth and military youth
- ✗ barriers encountered by these student groups
- ✗ strategies that facilitate smooth enrollment
- ✗ resources available through CYT



Who are CYT Youth

McKinney-Vento (experiencing homelessness)

Youth in Foster Care

Military-Connected Youth

Refugee/Newcomer

Students Transitioning from Juvenile Hall



Rights and Needs

Rights

Immediate enrollment (youth in homelessness, in foster care, military-connected) school of origin, transportation (youth in homelessness and in foster care), supports for graduation such as partial credits, modified diploma

Needs

Accessing mental and physical healthcare, getting connected with basic needs (food, clothing, shelter), an opportunity to build trust with trauma informed school staff



Definitions- Homeless

Lacking a fixed, regular and adequate nighttime residence.

Examples of homelessness include children and youth living in:

- ✗ Shared housing due to economic hardship
- ✗ Motels or hotels
- ✗ Public or private places not designed for sleeping



Definition of Homeless

- ✗ Trailer parks or campgrounds
- ✗ Cars, parks, and abandoned buildings
- ✗ All Shelters, including emergency or transitional shelters
- ✗ Migratory children who qualify as homeless
- ✗ Abandoned in hospitals
- ✗ Unaccompanied youth



Warning signs of homelessness

- x Chronic absenteeism/tardiness
- x Hoarding or stealing food
- x Dirty/ill fitting clothes
- x Wearing same clothes for several days
- x Inadequate or inappropriate clothing for weather
- x Fatigue- falling asleep in class
- x Persistent illness



Think FAST!

You are a family of five and have a crisis at home (for example a fire) and you need to leave immediately. You have 30 seconds, what do you take?



Enrollment and Identification Students Experiencing Homelessness



**You can
ENROLL
in school!**

Even if you have:

- Uncertain housing
- A temporary address
- No permanent physical address

You are guaranteed enrollment in school by the federal McKinney-Vento Act and California state law if you live:

- In a hotel or apartment with more than one family due to loss of housing or economic hardship
- With friends or family because you are a runaway or an unaccompanied youth
- In substandard housing (without electricity, water, or heat)
- In a shelter (family domestic violence, or youth shelter or transitional living program)
- In a motel, hotel, or weekly rate housing
- In an abandoned building, in a car, at a campground, or on the streets

You can enroll in school immediately even without the documents normally required for enrollment, such as:

- Proof of residency
- Immigration records or other required health records
- School records
- Legal guardianship papers

Your child may:

- Participate fully in all school activities and programs for which he/she is eligible
- Receive transportation to and from the school of origin if you request
- Continue to attend the school in which he/she was last enrolled even if he/she has moved away from that school's attendance area
- Qualify automatically for school nutrition programs

Your responsibilities are to:

- Make sure your child gets to school on time and ready to learn
- Bring information about rules, regulations, and activities
- Contact the homeless liaison for assistance in connecting to services for your child's education
- Maintain good/flexible communication with the homeless liaison, and other school-related activities

For questions about enrolling in school or for assistance with school enrollment, contact:

Your local school district homeless liaison: Michelle Dominguez, Ed.D. Program Manager Office of Children and Youth in Transition San Diego County Office 2000 Normal Street, Suite 1014 San Diego, CA 92161 Phone: 619-735-7328	Your county homeless liaison: Susan Tany, MSW Coordinator, Homeless Liaison Foster Youth & Homeless Education Services (Phone: 619-491-1841) San Diego County Office of Education Office: 944-506-1062 sotany@scde.net	Your homeless state coordinator: Lorena Blander State Coordinator California Department of Education 1415 R Street, Suite 904B Sacramento, CA 95814 Phone: 1-800-495-4214
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- ✗ Right to immediate enrollment
 - Even if missing paperwork
- ✗ Public notice of educational rights is required
 - Posters available in multiple languages at CYT



Enrollment

SDUSD Procedure 6173 - “Enrollment of Children and Youth in Transition” (replacing 6129)

SDUSD Procedure 6173.1a - “Enrollment of Students Residing in Foster Care” (replacing 6131)

- ✗ Immediate enrollment applies to youth experiencing homelessness (including unaccompanied youth) and youth in foster care
- ✗ *“The district immediately enrolls students in transition, even if they do not have required documents, such as school records, medical records, proof of residency or other documents.”*

[California Senate Bill 445](#)

(3) “The new school shall immediately enroll the homeless child even if the child has outstanding fees, fines, textbooks, or other items or moneys due to the school last attended or is unable to produce clothing or records normally required for enrollment, such as previous academic records, medical records, including, but not limited to, records or other proof of immunization history pursuant to Chapter 1 (commencing with Section 120325) of Part 2 of Division 105 of the Health and Safety Code, proof of residency, other documentation, or school uniforms.”

[California Education Code - Students Experiencing Homelessness and Students in Foster Care](#)

Note: Requiring a family to produce a letter from a homeless shelter or domestic violence shelter is not permitted as it considered a barrier to enrollment



Housing Questionnaire

(link: [Housing Questionnaire Guidance](#))



Children and Youth in Transition
P - (619) 725-7326
F - (619) 725-8184
cvt@sandi.net

Housing Questionnaire

The form should be included at the top page of registration materials that the local educational agency (LEA) shares with families.

Student Last Name	First	Middle

Name of School:

The information provided below will help the LEA determine what services you and/or your child may be eligible to receive. This could include additional educational services through Title I, Part A and/or the federal McKinney-Vento Assistance Act. The information provided on this form will be kept confidential and only shared with appropriate school district and site staff.

Presently, are you and/or your family living in any of the following situations? *Check all that apply.*

- ☐ Staying in a shelter (family shelter, domestic violence shelter, youth shelter) or Federal Emergency Management Agency (FEMA) trailer
- ☐ Sharing housing with other(s) due to loss of housing, economic hardship, natural disaster, lack of adequate housing, or similar reason
- ☐ Living in a car, park, campground, abandoned building, or other inadequate accommodations (i.e. lack of water, electricity, or heat)
- ☐ Temporarily living in a motel or hotel due to loss of housing, economic hardship, natural disaster, or similar reason
- ☐ Living in a single-home residence that is permanent
- ☐ I am a student under the age of 18 and living apart from parent(s) or guardian

The undersigned parent/guardian certifies that the information provided above is correct and accurate.

Print Parent/Guardian Name	Signature	Date		
(Area Code) Phone Number	Street Address	City	State	Zip

Housing Questionnaire

Your child or children may have the right to:

- ☐ Immediate enrollment in the school they last attended (school of origin) or the local school where you are currently staying, even if you do not have all the documents normally required at the time of enrollment.
- ☐ Continue to attend their school of origin, if requested by you and it is in the best interest.
- ☐ Receive transportation to and from their school of origin, the same special programs and services, if needed, as provided to all other children, including free meals and Title I.
- ☐ Receive the full protections and services provided under all federal and state laws, as it relates to homeless children, youth, and their families.

Please list all children currently living with you.

Name	M/F	Birthdate	Grade	School

If you have any questions about these rights, please contact the local homeless liaison, **Dr. Michele Einspar**, by phone at **[619-725-7326]** or by email at cvt@sandi.net

Enrollment Strategies

To determine an address for a family experiencing homelessness, school staff can ask where the family slept last night. This could include another family's home, a shelter, where they parked their car, or a park that they slept at.

[SDUSD School Finder](#)

Note: Families who refuse to provide an address due to doubling up and/or domestic violence concerns cannot be forced to give an address (SDCOE Homeless Liaison).

Powerschool Address

- Since addresses may change, school can input the school's address as a home address
- School staff can ask if there is an address where mail can be sent for the mailing address
- Unaccompanied Youth - school staff should ask the unaccompanied youth for permission to enter any address or phone information into Powerschool, due to confidentiality of unaccompanied youth and parent/guardian FERPA access
- Foster Parents - addresses of foster parents should not be entered into Powerschool due to confidentiality of the foster care placement. *All related documents that may be kept separate in a confidential file separate from the cumulative file.



Enrollment strategies youth with refugee status

- ✗ Consider using [District Interpretation Resources](#) if needed
 - District Translation Phone Interpretation Line through Global Villages
 - Additional CYT grant resources coming soon
- ✗ Reminder of the importance of coding in Powerschool exact family primary language “ex: Swahili, or Karen” vs. “Other Non-English Languages”
- ✗ Caregiver affidavit- please refer to CYT
 - Some may be unaccompanied youth



Additional Rights at Enrollment

- **Students experiencing homelessness:**
 - Free school-provided meals
 - Access to “academic supports afforded to their housed peers and more,”
 - Free school ID
 - Transportation - to eliminate barriers to enrollment, participation in school (see bus pass mileage requirements)
- **Students in foster care**
 - Students in foster care must have access to the same extracurricular activities and interscholastic sports that are available to all students.
 - If a court or child welfare agency changes a child’s residence, s/he immediately is deemed to meet all residency requirements for participation in interscholastic sports and other extracurricular activities. EC § 48850(a).
 - School Discipline Rights - guidelines for suspensions, guidelines for notifying proper court appointment personnel
 - Transportation - to eliminate barriers to enrollment, participation in school (see bus pass mileage requirements)

[CA Department of Education - Children and Youth Experiencing Homelessness](#)

[California Department of Education - Children and Youth in Foster Care](#)

[California Foster Care Educational Law Fact Sheet](#)



Documentation in PowerSchool

If in the **Foster Care** system

- Demographics
- 19a. Foster Living Situation
 - **Foster Family Home (FFH)** - includes when a student is in County foster care staying with a family member or non-family member formally placed
 - **Formal Kinship Care** - includes when a student is in the care of a Non-Relative Extended Family Member (NREFM) through court placement

NREFM is defined as an adult caregiver who has an established familial relationship with a relative of the child or a familial or mentoring relationship with the child. ...The parties may include relatives of the child, teachers, medical professionals, clergy, neighbors, and family friends. Welfare & Institutions Code §§ 362.7, 361.3

- **Foster Group Home (FGH)** - including Polinsky Children's Center
- Ed Rights Coding: Check foster care court paperwork to determine who has **Educational Rights**

Note: **Family Maintenance** is when a child is reunited/returned to family and in family maintenance with the County. Still code the student as in Foster Care until the foster case is formally closed with court paperwork (SDCOE).



Documentation in PowerSchool

If identified as **Homeless** [lacking a fixed, adequate, nighttime residence]

- Demographics
- 19b. Temporary/inadequate residence due to financial hardship
 - **Sheltered:** in a shelter/domestic violence shelter, in a home but it lacks basic needs such as electricity, beds, etc.
 - **Un-Sheltered:** on the streets, in a car or RV, couchsurfing
 - **Living with someone/Doubling Up:** more than one family under one roof, living with extended family
 - **Hotel/Motel**



Documentation in PowerSchool



If identified as **Unaccompanied** [not in the physical custody of their parent or guardian]

→ Demographics

- ◆ Unaccompanied Homeless Job Aid

- ◆ **Runaway** Youth

- Your focus is *whether* they are unaccompanied and/or runaway rather than *why*. Your CYT counselor can support with connecting these youth to resources.

→ Contact info

- ◆ Always ask unaccompanied youth what info they want in Powerschool

Note: If a family member/adult registers a student and says they are a “guardian”, clarify if it unofficial arrangement (student coded as unaccompanied and adult coded as “other adult”). Only legal guardians with court paperwork should be coded as legal guardians.

School of Origin

- **Students experiencing homelessness and students in foster care:**
 - *A school of origin is (1) the school in which s/he was last enrolled, (2) the school s/he attended when permanently housed, or (3) any other school s/he attended within the immediately preceding 15 months to which s/he feels connected. [California Senate Bill 445](#) EC § 48204(a)(2).*
 - Students can attend their school of origin “through the duration of the homelessness.”
 - When a family becomes permanently housed and no longer is in homelessness:
 - (2) If the homeless child is in kindergarten or any of **grades 1 to 8**, inclusive, the local educational agency shall allow the formerly homeless child to continue his or her education in the school of origin through the duration of the academic school year.
 - (1) If the homeless child is transitioning between school grade levels, the local educational agency shall allow the homeless child to continue in the school district of origin in the same attendance area.
 - High School - California law extends school of origin rights to high school **students experiencing homelessness and in foster care through graduation**, even if the student becomes permanently housed.



School of Origin - Military-Connected Youth

- If the family changes residence *after* the academic year starts, the student is able to **remain in the school of origin** as long as the military parent remains on active duty.
- The student is also allowed to ***matriculate to middle school and high school*** with his or her peers, in accordance with **district feeder patterns**. Thus the student is not required to enroll in the middle school or high school corresponding to the family's current address.
- If the parent's military service ends during the school year, and the student is enrolled in K-8, the student is allowed to remain in the school of origin through the duration of the academic school year.
- If the parent's military service ends during the school year, and the student is enrolled in high school, the student is allowed to remain in the school of origin through graduation.

[California Assembly Bill 2949](#)



Transportation- homeless or Foster

MTS bus passes

Inter-district transportation

Mileage reimbursement

Request submitted using the CYT Needs Referral Form



Modified Graduation/Diploma

For Students who are identified as McKinney-Vento, in the Foster Care System, Military-Connected, have Refugee status, and JCCS Returnees

- Administrative Circular No. 200
- After enrolling in a new school after 10th grade, if student is not able to meet the SDUSD A-G 44 credit diploma, student can select to:
 1. Graduate in 4 years with a 26-credit modified diploma
 2. Graduate in 5 years with a 26-credit modified diploma
 3. Graduate in 5 year with a SDUSD A-G 44 credit diploma

**** The district has “fillable” versions of the circular****

[Attachment 1](#)

[Attachment 2A](#)

[Attachment 2B](#)



Modified Graduation/Diploma

Procedures:

- Within 30 calendar days of student's enrollment, site determines eligibility and holds a meeting with student and Ed rights holder
- Select graduation path on "Modified Graduation Notification Letter" (pg. 6 of circular)
- Place signed letter and Academic Review (if applicable) in cumulative file; provide one to family; submit one to cyt@sandi.net
- If modified path is selected & approved, eligibility will be uploaded on the student's transcript



Partial Credits

For Students who are McKinney-Vento identifies, in the Foster Care, Military-Connected, Refugee, and JCCS Returnees

- Admin Circular 2000
- Outgoing student:
 - Site completes the *Exiting SDUSD Partials Google Form* within 2 days upon student exiting
- Incoming student:
 - Site completes *Google Partial Credits Request Form* within 2 days upon receipt of sending school official documents
- CYT verifies student status
- District Personnel uploads credits on transcript
- For more information how how new students will complete partial credits, please reach out to cyt@sandi.net





MILITARY INTERSTATE
CHILDREN'S COMPACT
COMMISSION

Why is the Military Compact so Important?

- It highlights the unique challenges of military-connected children
- It provides Districts with the flexibility to make accommodations within the scope of the compact
- It allows states, through their Commissioners, to converse and facilitate cases

Compact Resources:

- The Interstate Compact on Educational Opportunity For Military Children:
- California Statute- Compact Language: Code Section 49700
- SDUSD AP Procedure NO: 6050 (12-10-10)



Military Enrollment & Disenrollment Considerations

- Best Practices Guide
 - Case by case
 - Cut off dates/ seat time
 - Ultimate goal of issuing full course credit when possible
 - Begin w/ iHigh
 - Ensure all official grades are considered including: *transcripts, report cards and other official school letters*
- Grade Storing Tool for Newly Enrolled and Dropped
- Education of Children of Military Families BP 6173.2

The Preventive Value of Education

- Homelessness is a devastating circumstance for any child or adult.
- Education is a crucial pathway to addressing homelessness and preventing it in the future.

Chapin Hall, November 2017 National Survey:

- Lack of a HS Diploma or GED is the **top risk factor** for youth/young adult homelessness.
- Youth without a HS Diploma are **346%** more likely to experience homelessness
- Yet, they are 87% more likely to leave school without graduating.



Resources

- CYT Needs Referral
 - Services, transportation, clothing, school supplies, hygiene items, chargers/power banks, air mattresses, books, toys, etc.
- CYT Website
- Counselor contact sheet by Cluster
- School site CYT Liaisons
- Military Youth Support document
- Trainings

