

Staff and District Handbook Information

McKinney-Vento Homeless Education Reference Checklist

Item	Information / Response
Definition of Homelessness (McKinney-Vento Act)	Children and youth who lack a fixed, regular, and adequate nighttime residence, including those living in shelters, cars, parks, motels, campgrounds, public spaces, substandard housing, or temporarily sharing housing due to loss of housing, economic hardship, or similar reasons.
Definition of Unaccompanied Youth	A child or youth who is not in the physical custody of a parent or legal guardian, and who meets the McKinney-Vento definition of homelessness.
Rights of Students Experiencing Homelessness	Students have the right to: (1) immediate enrollment in school, even without required documents; (2) attend the school of origin or local school of residence; (3) receive transportation to the school of origin, if requested; (4) access all programs and services for which they are eligible; and (5) receive equal participation in school activities.
Dispute Resolution Process	Families or youth who disagree with school placement or services must be provided with a written explanation of the decision, the right to appeal, and assistance from the Homeless Liaison in filing the dispute. Students remain enrolled and transported to the school of origin until the dispute is resolved.
Homeless Liaison Duties and Responsibilities	Coordinates and collaborates with ECYEH regional and site coordinators to ensure compliance with federal and state laws.
	Collaborates with staff to determine McKinney-Vento eligibility for services.
	Identifies children and youth experiencing homelessness, including children under age 5.
	Works with school staff to develop interventions and individualized service plans.
	Maintains records and prepares required reports confidentially.
	Ensures complete and accurate data submission to PIMS and ECYEH.
	Serves as a resource to administrators, counselors, teachers, and health staff on policy interpretation and record-keeping.
	Models nondiscriminatory practices in all activities.
	Obtains and connects families to resources that promote educational success.
	Attends state and regional McKinney-Vento/ECYEH meetings and conferences.
	Collaborates across departments (special education, HR, transportation, principals, nurses, registrars, etc.) to support student needs.

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	Conducts or arranges training for school staff about homeless student policies and procedures.
	Interprets federal and state homeless education laws for staff, parents, and community partners.
	Provides information to parents and guardians about available services.
	Serves as liaison between schools, shelters, social service agencies, courts, and other support organizations.
	Meets with families and youth to assess needs and connect them to district or community resources.
Homeless Liaison Contact Information	Name: Dana Bowser Title: Director of Student Success and Engagement/Homeless Liaison District: Chester Upland School District Phone: 445-255-1880 (District cell) Email: dbowser@chesteruplandsd.org
Collaboration Requirement	The LEA Homeless Liaison works with regional ECYEH coordinators, community agencies, and internal district departments to ensure consistent identification, service provision, and data accuracy.
Link to PDE Basic Education Circular (BEC):	https://www.chesteruplandsd.org/cms/lib/PA50000718/Centricity/Domain/1859/BEC%20.pdf
Link to LEA Board Policy #251	https://go.boarddocs.com/pa/ches/Board.nsf/Public#