

## HOMELESS PLACEMENTS and STACing

System to Track and Account for Children (STAC) and Special Aids Unit is the office within the NYS Education Department (SED) responsible for processing requests for Commissioner's approval for reimbursement. This includes reimbursement approval for students who have been designated as homeless.

The New York State Technical & Education Assistance Center for Homeless Students (NYS-TEACHS) provides technical assistance to school districts, social service providers, shelters, families, youth and others about the McKinney-Vento Homeless Assistance Act.

### ELIGIBILITY ACCORDING TO MCKINNEY-VENTO

The McKinney-Vento Homeless Education Assistance Act is federal legislation that discusses the public education of children and youth experiencing homelessness. Under McKinney-Vento and state law, students are considered homeless if they lack a nighttime residence that is fixed, regular, and adequate.

Assistance determining eligibility for rights and services under the McKinney-Vento Act is provided to the school district/county/DSS through NYS-TEACHS.

### The STAC 202 Form

Is the designation form school districts must use to identify students in temporary housing and to indicate the district in which the student will be attending school.

- Collects data on students who have been identified as temporarily housed. Completed STAC forms helps districts with reporting requirements to SED.
- Is the eligibility form that allows tuition reimbursement from SED for non-resident students who are homeless. NYS Education Law 3209(2)(d).
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Forms should be completed for each student identified in temporary housing. Districts are only required to forward to the STAC Unit when eligible for reimbursement.

### Eligibility Report vs. DQHOM Screen or Past vs. Present

Past: Homeless Eligibility reports were mailed by the STAC Unit to the 'designated districts of attendance' several times a year.

Present: DQHOM, this is a new screen on EFRT that takes care of all of this paper and creates a 'real-time' view of your Homeless eligibility list.

- "Inquire" on a selected school year to determine which students are eligible for Homeless reimbursement.
- This screen displays the current list of all students who are eligible for Homeless reimbursement (have an open 202) for any part of the selected year and from the prior year.

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**Responsibilities Explained**

School District	STAC Unit
Determines Homeless Status (school district/county/DSS)—if school district is eligible for education reimbursement, submit 202 form(s) to STAC Unit	STAC Unit enters 202 form into EFRT Online System
School district verifies eligibility list on the DQHOM (Homeless Eligibility List)	Education Rates: Private rates are set by the Rate Setting Unit in SED and entered in by the STAC Unit.
*School district enters their Reimbursement Approvals (DSHOM). Approvals are required for each year the student is eligible and can only be entered by the ‘district of current attendance’.	STAC Unit enters end date from 202 form into EFRT Online System
Education Rates: In-district placements use the non-resident tuition BOCES rates. Provided by the district and entered in by the district.	STAC Unit runs payment
School district Verifies entered Reimbursement Approvals (DVHOM)	
School district no longer providing educational services to student—update 202 form(s) with end date/found perm housing/ send to STAC Unit	

\*Statute of Limitations: Allows school district one year to enter reimbursement approvals. (i.e.: school year 2014-15 will close out for entering/verifying on 6/30/16.)

## SHORT GUIDE TO **TRANSPORTATION** FOR STUDENTS IN TEMPORARY HOUSING IN NEW YORK STATE

	<b>Transportation</b>	<b>Legal Basis</b>	<b>Administrative and Fiscal Responsibility</b>	<b>Funding Sources</b>
<b>Homeless and Attending Local School</b>	Student is entitled to transportation to the extent that it is provided to permanently housed students.	McKinney-Vento Sec. 722(g)(4)(A); N.Y. Educ. Law Sec. 3209(4)(d); 8 N.Y.C.R.R. Sec. 100.2(x)(6)(iii).	Local school district.	State transportation aid.
<b>Homeless and Attending School of Origin</b>	<p>Student is entitled to transportation even if not offered to permanently housed students and even if traveling across district boundaries.</p> <p>Transportation must be provided for students temporarily residing within 50 miles one way of the school district.</p> <p>Parent may also be entitled to transportation if student cannot travel alone.</p>	McKinney-Vento Sec. 722(g)(1)(j)(iii); N.Y. Educ. Law Sec. 3209(4); 8 N.Y.C.R.R. Sec. 100.2(x)(6).	<p>Local department of social services (DSS) if student placed in family shelter outside of the school district the student has designated to attend and child is eligible for Emergency Assistance for Families (DSS can contract with school districts for the provision of transportation services);</p> <p>OR</p> <p>Runaway and homeless youth (RHY) residential program, if program is outside of the school district of origin and RHY residential program is able to provide the transportation;</p> <p>OR</p> <p>School district of origin in all other cases.</p>	<p>State transportation aid AND McKinney-Vento sub-grant money;</p> <p>OR</p> <p><u>Full reimbursement</u> from NYSED for transporting youth in runaway and homeless youth residential programs.</p>
<b>Homeless and Attending Before- or After-School Program</b>	Student is entitled to transportation to the extent that it is provided to permanently housed students. In cases, where it is not offered to permanently housed students, school districts are encouraged to provide transportation but the State Education Department does not require it.	McKinney-Vento Secs. 722(g)(4)(A) & (g)(1)(F)(iii).	District where the school is located.	<p>State transportation aid</p> <p>AND</p> <p>Title I, Part A set-aside funds.</p>
<b>Moved into Permanent Housing and Attending the Same School for the Remainder of the School Year</b>	School districts are encouraged to provide transportation but the State Education Department does not require them to do so.	McKinney-Vento Secs. 722(g)(3)(A)(i) & (g)(1)(j)(iii).	District where the school is located.	<p>State transportation aid</p> <p>AND</p> <p>Title I, Part A set-aside funds.</p>

## HOMELESS STAC FACTS FOR ADDITIONAL STATE AID FOR EDUCATION

Approval reimbursement is for a 10-month program only.

No minimum expense required.

State Aid reimbursement is paid at 100% of verified tuition cost and listed on your Approved Payment Reports (APRs).

EFRT Online system is setup with two program codes: 8500 and 8501. Further breakdown includes k-6 and 7-12 grade levels, and then classified as either regular education or special education.

## HOMELESS STAC FACTS FOR ADDITIONAL STATE AID FOR EDUCATION: Overview

### **When is a district eligible?**

- Temporarily housed outside the district of origin and enrolled in new school district of current location.
- Temporarily housed, in any location (after housing multiple moves), the school district where the student most recently attended after losing housing, and that district is different from the school district of origin.
- Moved from temporary housing into permanent housing in a new district which is different from the district where the student is enrolled in school. Continuing enrollment in the school district they were last attending, even if this is the school of origin.

### **When is a district not eligible?**

- Temporarily housed, either inside or outside the district of origin, but student decides to remain within the same district of origin for educational purposes.
- Permanently housed, enrolled in the same school district where new permanent housing is located.
- Student arrived from outside NYS, has not yet found permanent housing within the new school district of current location.

## Contact Information

Determining homeless eligibility and transportation reimbursement is provided by:

New York State Technical and Education Assistance Center for Homeless Education  
[www.nysteachs.org](http://www.nysteachs.org) or toll free at 1-800-388-2014.

New York's Homeless Education Program Associate, Melanie Faby  
[mfaby@mail.nysed.gov](mailto:mfaby@mail.nysed.gov) or 518-473-0295

STAC Unit  
Paula Cooper, ESF  
[pcooper@mail.nysed.edu](mailto:pcooper@mail.nysed.edu) or 518-474-7116