



Pine Forest Charter School

Children and Youth in Transition Education Policy McKinney-Vento Act & Elementary and Secondary Education Act

Pine Forest Charter School, a public charter school, does not discriminate regarding the enrollment and education of children and youth in transition. Under federal law, children and youth in transition must have access to appropriate public education, including preschool, and be given a full opportunity to meet state and local academic achievement standards.

Identification

- Every effort will be made to identify children and youth in transition on first contact. New enrollees are asked to complete the McKinney Vento housing survey Migrant/Children and youth in transition Determination Form.
- If information is obtained that would indicate a student may be in transition, the PFCS Liaison will attempt to verify information through a student interview, relative contact, or contact with other entities or agencies.

Additional-

- Any referrals from teachers, parents or students are brought to administrator
- Administrator communicates with parent and uses criteria in policy to determine children and youth in transition status
- Administrator communicates to the youth or parent/guardian services offered to students

Enrollment

- Identified, children and youth in transition are immediately enrolled regardless of
- required documents such as proof of residency, birth certificates, immunization records, guardianship documents, etc.
- If requested, transportation will be provided to and from the school of origin.
- Enrollment disputes, should they occur, will be mediated as expeditiously as possible.

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provides an education of the whole child and is dedicated to helping individuals achieve their full intellectual, emotional and physical potential in an atmosphere which reinforces integrity, understanding, respect and trust.

- The LEA Dispute Resolution Process and Form can be obtained in the main office.

Education/Services

- Children and youth in transition students have a full and equal opportunity to succeed at Pine Forest Charter School as every other student in attendance.
- Children and youth in transition students will not be stigmatized or segregated on the basis of their children and youth in transition status.
- Children and youth in transition families and students will receive the same educational services for which all families and students are eligible at Pine Forest Charter School, such as Title I, English Language Learners, school food program, before and after school care and special education.
- Referrals of children and youth in transition students to health care services, dental services, mental health services, and/or other appropriate services will be made if necessary.
- Parents or guardians of children and youth in transition students will be informed of educational and other related opportunities available to their children at Pine Forest Charter School.

Children and Youth in Transition- Liaison

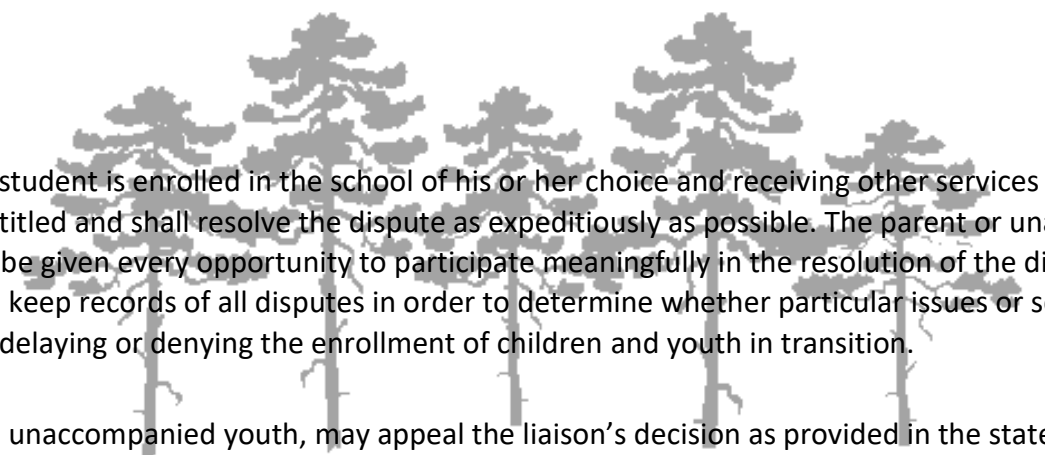
- The Children and Youth in Transition Liaison for Pine Forest Charter School is Educational Director: **Kelly Smith at 928-779-9880**.
- The Liaison will ensure that training occurs of all staff regarding children and youth in transition. Employees hired through-out the year will receive training and recorded on the orientation check sheet.
- The Liaison will ensure that public notice of educational rights of Children and Youth in Transition is disseminated upon enrollment and twice annually through hard copy documents and email. The notice is also posted on the website and in the handbook. PFS will post notice at the public library (east side).
- The Children and Youth in Transition Education Policy for Pine Forest Charter School is disseminated in our school, and other appropriate community locations.

Disputes

If a dispute arises over any issue covered in this policy, the child or youth in transition shall be immediately admitted to the school in which enrollment is sought, pending final resolution of the dispute. The student shall also have the rights of a student in transition to all appropriate educational services, transportation, free meals, and Title I services while the dispute is pending.

Pine Forest shall provide the parent or unaccompanied youth with a written explanation of the decision and the right to appeal and shall immediately refer the parent or youth to the liaison. The liaison shall

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ensure the student is enrolled in the school of his or her choice and receiving other services to which he or she is entitled and shall resolve the dispute as expeditiously as possible. The parent or unaccompanied youth shall be given every opportunity to participate meaningfully in the resolution of the dispute. The liaison shall keep records of all disputes in order to determine whether particular issues or schools are repeatedly delaying or denying the enrollment of children and youth in transition.

The parent, unaccompanied youth, may appeal the liaison's decision as provided in the state's dispute resolution process.

Free Meals

To help ensure that children and youth in transition have food for appropriate access to learning, Pine Forest will offer free meals from the school breakfast program or bring food for the student from FUSD meal program.

Title I

Children and youth in transition are automatically eligible for Title I services, regardless of what school they attend. The trauma and instability of homelessness put students at sufficient risk of academic regression to warrant additional support. Pine Forest will reserve such funds as are necessary to provide services comparable to those provided to Title I students to children and youth in transition attending Pine Forest. The amount reserved shall be determined by a formula based upon the per-pupil Title I expenditure and developed jointly by the liaison and the Title I director. Reserved funds will be used to provide education-related support services to children and youth in transition, both in school and outside of school, and to remove barriers that prevent regular attendance.

Pine Forest's Title I plan will be coordinated with our McKinney-Vento services, through collaboration between the Title I director and the liaison. Children and youth in transition shall be assessed, reported on, and included in accountability systems, as required by federal law and U.S. Department of Education regulations and guidance.

Training

The liaison will conduct training and sensitivity/awareness activities for the following Pine Forest staff at least once each year: the directors, front office personnel, school counselors, teachers, classroom assistance, before and after school care personnel, and all student service employees. The trainings and activities will be designed to increase staff awareness of homelessness, facilitate immediate enrollment, ensure compliance with this policy, and increase sensitivity to children and youth in transition.

- **State Coordinator**
- (602) 542-4963
- Silvia.Chavez@azed.gov
- homeless@azed.gov

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