



Literacy First Charter School Homeless and Foster Youth Education Policy

Stacey Harrell, Literacy First Charter Schools' (LFCS) school counselor, will serve as the school's liaison and point of contact for homeless children and youths as well as foster children and youths. She can be reached at stacey.harrell@lfcinc.org, 619.659.5131, or through the offices of any of our campuses located at 799 E Washington Ave El Cajon, CA 92020, 698 W Main Street El Cajon, CA 92020, 1012 E Bradley Ave El Cajon, CA 92021, or 1850 Alpine Blvd Alpine, CA 91901. The duties of the liaison include the following:

1. The liaison ensures homeless children and youths are identified by school personnel through outreach and coordination activities with other entities and agencies. (42 U.S.C. Section 11432[g][6][A][i]; EC Section 48851[a])
2. The liaison ensures homeless children and youths are enrolled in, and have a full and equal opportunity to succeed in schools. (42 U.S.C. Section 11432[g][6][A][ii]' EC Section 48850[a])
3. The liaison ensures homeless children, youths, and their families have access to and receive educational services for which they are eligible for, including Head Start, Early Intervention Program for Infant and Toddlers and preschool programs. (42 U.S.C. Section 11432[g][6][A][iii]; EC Section 48850[a])
4. The liaison ensures homeless children, youths, and their families receive referrals to services for health care, dental, mental health, substance abuse, housing, and other appropriate services. (42 U.S.C. Section 11432[g][6][A][iv]; EC Section 48851.5)
5. The liaison ensures public notice of the educational rights of homeless children and youths is disseminated in locations frequented by homeless parents, guardians, and unaccompanied youths. (42 U.S.C. Section 11432[g][6][A][vi]; EC Section 48852.5[a])
6. The liaison ensures enrollment, school selection, and eligibility disputes are mediated. (42 U.S.C. Section 11432[g][6][A][vii]; EC Section 48852.7)
7. The liaison ensures homeless children, youths, and their families are provided with information on and assistance in accessing transportation, including to and from the school of origin. (42 U.S.C. Sections 11432[g][6][A][viii], 11432[g][1][J][iii]; EC Section 48852.7[e][1])
8. The liaison ensures school personnel, including principals and other school leaders, attendance officers, teachers, enrollment personnel, and specialized instructional support personnel, that provide services to homeless children, youths, and their families receive professional development and other support. (42 U.S.C. Sections 11432[g][1][D], 11432[g][6][A][ix]; EC Section 48852.5[c])

9. The liaison ensures coordination occurs with state, community, and school personnel to provide education and related services to homeless children and youths.
(42 U.S.C. Section 11432[g][6][C]; EC Section 48851.5)
10. The liaison ensures the LEA collects and provides to the State Coordinator reliable, valid, and comprehensive data regarding homeless education.
(42 U.S.C. Section 11432[g][6][C]; EC Sections 48851[a] and [h])
11. The liaison will attend annual professional development to remain informed of the most recent changes in state and federal law regarding the education of homeless children and youth and to maintain and establish relationships with community, county, state, and federal resources for the education of homeless children and youth.

If a student is homeless or becomes homeless during the school year, LFCS shall allow the student to continue their education with LFCS as their school of origin. LFCS is its own single school Local Education Agency (LEA).

The school of origin means the school the homeless child attended when permanently housed or the school in which the homeless child was last enrolled. If the school the homeless child attended when permanently housed is different from the school in which the homeless child was last enrolled, or if there is some other school that the homeless child attended with which the child is connected and attended within the immediately preceding 15 months, the LEA liaison, in consultation and agreement of the child and the person holding educational rights shall determine, in the best interests of the child, the school of origin. (EC Section 48852.7[f][2])

The homeless child shall be allowed to attend LFCS as their school of origin for the following duration:

1. For the duration of their homelessness, including continuing with feeder school patterns to ensure the child has the benefit of matriculating with his or her peers.
(42 U.S.C. Sections 11432[g][3][A][i], [g][3][I][ii]; EC Section 48852.7[c])
2. Through the remainder of the academic year, if the child or youth is in kindergarten through eighth grade and becomes permanently housed during an academic year.
(42 U.S.C. Section 11432[g][3][A][i][II]; EC Section 48852.7[b][2])
3. Through graduation of high school, if the child or youth was in high school and becomes permanently housed during an academic year. (EC Section 48852.7[b][1])

If LFCS determines it is not in student's best interests to attend their school of origin, LFCS will provide written notice to the parent, guardian or unaccompanied youth of the reasons for its determination and provide information as to how to appeal the decision. (42 U.S.C Section 11432[g][3][B][iii])

If the homeless child continues to live in the area served by LFCS as their school of origin and remains enrolled with LFCS, then LFCS will provide or arrange for the child's transportation to or from LFCS. (42 U.S.C. Section 11432[g][1][J][iii][I]; EC Section 48852.7[e])

If the child is attending LFCS as their school of origin but begins living in an area served by another LEA, LFCS and the LEA in which the child is living must agree upon a method to apportion responsibility and costs for providing

the child the transportation to and from the school of origin. (42 U.S.C. Section 11432[g][1][J][iii][II]; EC Section 48852.7[e])

LFCS will immediately enroll the homeless child or youth, even if the child or youth:

- (a) Is unable to produce records normally required for enrollment, including immunization records. (42 U.S.C. Section 11432[g][3][C][i][I]; EC Sections 48850[a][3][A]; 48852.7[c][3])
- (b) Has missed application or enrollment deadlines during any period of homelessness. (42 U.S.C. Section 11432[g][3][C][i][II])
- (c) Has outstanding fees, fines, textbooks, or other items or monies due to the school last attended or does not have clothing normally required by the school, such as school uniforms. (42 U.S.C. Section 11432[g][1][I]; EC Section 48852.7[c][3])

LFCS will immediately refer parents, guardians or unaccompanied youth to LFCS' liaison to assist them in obtaining necessary immunization or other required health records. (42 U.S.C. Section 11432[g][3][C][iii])

LFCS shall maintain student records for each homeless child or youth so that the records are available when child or youth enters a new school or school district. (42 U.S.C. Section 11432[g][3][D])

LFCS shall treat information about a homeless child's or youth's living situation as a student education record, which shall not be deemed to be directory information, and shall not be released absent written consent. This would include not disclosing the homeless student's address. (42 U.S.C. Section 11432[g][3][G]; EC Section 49073[c])

When a homeless student transfers into LFCS, then LFCS shall:

Accept and issue full credit for any coursework that the student has satisfactorily completed and shall not require the student to retake the course. (42 U.S.C. Section 11432[g][1][F][ii]; EC Section 51225.2)

Issue partial credit for any coursework when the student did not complete the entire course, and allow the student to take the uncompleted portion. (42 U.S.C. Section 11432[g][1][F][ii]; EC Section 51225.2)

When a homeless student who has completed his/her second year of high school transfers to LFCS, he/she shall be:

Exempt from that district-established graduation requirements, unless LFCS finds that the student is reasonably able to complete the requirements and graduate by the end of the fourth year. (EC Section 51225.1[a])

Notified by LFCS, along with educational rights' holder, within 30 calendar days, of the availability of the exemption and whether the student qualifies for it. (EC Section 51225.1[d][2])

Under Literacy First Charter Schools' enrollment practices, applications of homeless students are processed on an equitable basis as students not experiencing homelessness. All student applications, including homeless student applications, are subject to the lottery and waitlist and all other stipulations of the attendance policy as written in the school's charter. The registrar, upon learning or suspecting an applicant is homeless, will contact the school's liaison for homeless students so the liaison can reach out to the student and the student's parents or guardians to assist in them in completing the application process.

Literacy First Charter Schools will keep the homeless status of students confidential and will provide all homeless students full access to the entire academic and extra-curricular program comparable to those programs offered to other students. Homeless students will participate in the general education setting except where a 504, IEP, or some other legally binding agreement stipulates otherwise. LFCS will not stigmatize or segregate homeless children and youths.

In the case of a dispute, homeless students and their families will follow the Uniform Complaint process as outlined in the school's charter with the exception that they should first contact the school's liaison for homeless students as an extra layer of support and dispute resolution.

If requested by the parent, guardian, or homeless liaison, the school will arrange for transportation for the homeless or foster student to and from school.

Upon initial identification by the school of homeless status, the school will provide homeless students and their parent(s) or guardian(s) with a copy of their educational rights under the provisions of the Education for Homeless Children and Youths Act.

Adopted: Board Approved October 12, 2022