

<p>3. Delegation of Responsibility</p>	<ol style="list-style-type: none">2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings;4. Migratory children who qualify as homeless because they are living in circumstances described above; and5. School-aged parents living in houses for school-aged parents if they have no other available living accommodations. <p>School of origin is the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled. When the child or youth completes the final grade level served by the school or origin, the school of origin shall include the designated receiving school at the next grade level for all feeder schools.</p> <p>Unaccompanied youth means a homeless child or youth not in the physical custody of a parent or guardian. This includes youth who have run away from home; been abandoned or forced out of home by a parent, guardian or other caretaker; or separated from a parent or guardian for any other reason.</p> <p>The Joint Operating Committee designates the Principal to serve as CCTI's liaison for homeless children and youths.</p> <p>CCTI's liaison shall coordinate with the liaison from the school district of residence to ensure outreach and coordination with:</p> <ol style="list-style-type: none">1. Local social service agencies and other entities that provide services to homeless children and youths and families.2. Other school districts on issues of prompt identification, transfer of records, transportation and other inter-district activities.3. Staff responsible for the provision of services under Section 504 of the Rehabilitation Act and the Individuals with Disabilities Education Act.4. State and local housing agencies responsible for comprehensive housing affordability strategies. <p>CCTI's liaison shall coordinate with the liaison from the school district of residence to ensure that public notice of the educational rights of homeless children and youths is disseminated in locations frequented by parents/guardians of homeless children and youths, and unaccompanied youths, including schools, shelters, public libraries,</p>
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<p>4. Guidelines</p>	<p>and soup kitchens. Such notice shall be provided in a manner and form understandable to the parents/guardians of homeless children and youths, and unaccompanied youths.</p> <p>CCTI's liaison in coordination with the guidance counselor shall provide reliable, valid and comprehensive data to the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program in accordance with federal and state laws and regulations.</p> <p><u>Best Interest Determination</u></p> <p>In determining the best interest of a child or youth, CCTI in coordination with the school district of residence, shall:</p> <ol style="list-style-type: none">1. Presume that keeping the child or youth in the school of origin is in the child's or youth's best interest, except when doing so is contrary to the request of the parent/guardian or unaccompanied youth.2. Consider student-centered factors related to impact of mobility on achievement, education, health and safety, giving priority to the request of the parent/guardian or unaccompanied youth.3. If, after such consideration, CCTI and the school district of residence determine that it is not in the child's or youth's best interest to attend the school of origin or the school requested by the parent/guardian or unaccompanied youth, the parent/guardian or unaccompanied youth shall be provided with a written explanation of the reasons for its determination. The explanation shall be in a manner and form understandable to the parent/guardian or unaccompanied youth and shall include information regarding the right to appeal. <p><u>Placement</u></p> <p>In accordance with the child's or youth's best interest, the school district of residence and CCTI shall continue to enroll a homeless student in his/her school of origin while s/he remains homeless and through the end of the academic year in which s/he obtains permanent housing.</p> <p>Parents/Guardians of a homeless student may request enrollment in the school in the attendance area where the student is actually living or other schools.</p> <p>CCTI's liaison, in coordination with the liaison from the school district of residence, shall assist an unaccompanied youth in placement or enrollment decisions, giving priority to the views of the student in determining where s/he will be enrolled.</p>
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The parent/guardian or unaccompanied youth shall be provided with a written explanation of any decision related to school selection or placement, including the right to appeal.

Admission

CCTI shall immediately admit the student, even if:

1. The student is unable to produce records normally required for admission.
2. The application or admission deadline has passed during any period of homelessness.

CCTI's liaison, in coordination with the liaison from the school district of residence, shall immediately contact the school last attended by the child or youth to obtain relevant academics or other records.

CCTI may require a parent/guardian to submit contact information.

Assignment

CCTI is unable to determine the student's grade level due to missing or incomplete records, CCTI shall administer tests or utilize appropriate means to determine the student's assignment within CCTI.

Dispute Resolution

If a dispute arises:

1. The parent/guardian or unaccompanied youth shall be referred to CCTI's liaison, who shall assist in the dispute resolution process.
2. The student shall be immediately enrolled in the school in which enrollment is sought, pending final resolution of the dispute, including all available appeals.
3. CCTI's liaison, in coordination with the liaison from the school district of residence, shall issue a written decision of the dispute within twenty (20) business days of being notified of the dispute.

A parent/guardian or unaccompanied youth may appeal the written decision or file a complaint with the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness Program.

Education Records

Information about a homeless child's or youth's living situation shall be treated as a student education record subject to the protections of the Family Educational Rights and Privacy Act (FERPA), and shall not be deemed to be directory information.

Comparable Services

Homeless students shall be provided services comparable to those offered to other students, including, but not limited to:

1. Transportation services.
2. School nutrition programs.
3. Career and technical education programs.
4. Educational programs for which the homeless student meets eligibility criteria, such as:
 - a. Services provided under Title I or similar state or local programs.
 - b. Programs for English Language Learners.
 - c. Programs for students with disabilities.
 - d. Programs for gifted and talented students.

Training

CCTI's liaison shall participate in professional development programs and other technical assistance activities offered by the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness Program.

CCTI's liaison shall arrange professional development programs for CCTI staff, including office staff.

CCTI's personnel providing services to homeless children and youths, including school enrollment staff, shall receive professional development and support to:

1. Improve identification of homeless children and youths and unaccompanied youths;
2. Understand the rights of such children, including requirements for immediate enrollment and transportation; and

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	3. Heighten the awareness of, and capacity to respond to, the educational needs of such children.
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