

McKinney-Vento Education for Homeless Children and Youth Program

FY09

REQUEST FOR PROPOSAL (RFP)



**Mississippi Department of Education
Office of Student Performance
Office of Innovative Support
September 18, 2008**

OVERVIEW

The Mississippi Department of Education (MDE), Office of Innovative Support, is seeking **competitive written proposals** from local school districts to develop projects that provide tutoring, supplemental instruction, and enriched educational services for homeless children and youth. Projects must be linked to the achievement of the same challenging content standards and student performance standards the State of Mississippi establishes for other children or youth.

No Child Left Behind Act of 2001, Education for Homeless Children and Youth, Subtitle B of Title X, Part C, 42 U.S.C. 11431, Section 721 of the Act states that it is the policy of the United States Congress that "(1) each State educational agency shall ensure that each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, including a public preschool education, as provided to other children and youth; (2) in any State that has a residency requirement as a component of its compulsory attendance laws or other laws, regulations, practices, or policies that may act as a barrier to the enrollment, attendance, or success in school of homeless children and homeless youth, the State will review and undertake steps to revise such laws, regulations, practices, or policies to assure that the children of homeless individuals and homeless youth are afforded a free and appropriate public education; (3) homelessness alone should not be sufficient reason to separate students from the mainstream school environment; and (4) homeless children and youth should have access to the education and other services that such children and youth need to ensure that such children and youth have an opportunity to meet the same challenging State student performance standards to which all students are held."

The Mississippi Department of Education receives funds under the *No Child Left Behind Act of 2001* to provide activities and services to homeless children, including preschool children and homeless youth, that enable such children and youth to enroll, attend, and succeed in school. These activities and services may be provided on school grounds or at other facilities including sectarian property, when this is constitutionally permissible. Where services are provided through programs on school grounds, such services may also be made available to children or youth who are determined by the local educational agency to be at risk of failing in or dropping out of schools, except that priority for such services shall be given to homeless children and youth. To the maximum extent practical, services shall be provided through existing programs and mechanisms that integrate homeless individuals with non-homeless individuals. **Services provided through this program are not intended to replace the regular academic programs.**

A local educational agency that desires to receive a grant under the Education for Homeless Children and Youth shall submit a proposal (pages 13-24 of this Request for Proposal) to the Mississippi Department of Education to be evaluated **competitively** based on the selection criteria included as part of this proposal package.

DETERMINATION OF HOMELESSNESS

For the purpose of this program, the Mississippi Department of Education has adopted the definition of homelessness developed under the Education for Homeless Children and Youth. The definition is as follows:

"Homelessness" - a homeless individual is one who (A) lacks a fixed, regular and adequate nighttime residence and (B) includes—(i) children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement; (ii) children and youth 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; (iii) children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and (iv) migratory children.

GENERAL REQUIREMENTS FOR MCKINNEY-VENTO GRANT FUNDS:

- Districts must use funds to expand or improve educational programs and services currently provided through the school's regular academic program.
- Districts must demonstrate coordination and collaboration among existing programs and services.
- Districts must plan to coordinate McKinney-Vento funds and services with Title I, Part A and other existing federal and state programs.
- Districts must be in compliance with the requirements for homeless education outlined in Title X of the *No Child Left Behind Act of 2001*.
- Districts may **not** use McKinney funds to replace the regular program.
- Districts may **not** use McKinney funds to supplant funds from nonfederal sources. For example a district may **not** use program funds to offset the cost of transporting homeless students to and from school. Title X, Part C funds may be used for transportation on a case-by-case basis (i.e. field trips, after school tutoring transportation, and other emergency trips).
- Districts must maintain documentation that clearly demonstrates the supplementary nature of these funds.
- Districts must spend project funds in accordance with approved project approval.
- To the maximum extent practical, districts must provide services and programs that integrate homeless children and youth with those who are not homeless.
- Districts may **not** use funds to provide services in settings within a school that segregates homeless children and youth from those who are not homeless except for short periods of time due to health and safety emergencies or for providing temporary, special, and supplementary services.
- Homeless Liaisons must work closely with local finance personnel to track expenditures, and to ensure that all program dollars are spent or encumbered between December 19, 2008, and September 30, 2009.

- Each subgrantee must budget \$3,000 of their subgrant award to be used for professional development training to attend required liaison trainings. The state is providing these funds to meet the state level activity requirement under McKinney-Vento. Because professional development opportunities for homeless children and youth are limited, subgrantee liaisons are required to attend designated homeless training meetings and seminars.

RESPONSIBILITIES OF LEAS RECEIVING MCKINNEY-VENTO GRANT FUNDS

LEAs must use McKinney-Vento funds to assist homeless children and youth in enrolling, attending, and succeeding in school. In particular, the funds may support the following activities:

1. Tutoring, supplemental instruction, and other educational services that help homeless children and youth at all grade levels reach the same challenging State content and State student performance standards to which all children are held responsible;
2. Expedited evaluations of eligible students to measure their strengths and needs. These evaluations should be done promptly in order to avoid a gap in the provision of necessary services to those children and youth. Evaluations may also determine a homeless child or youth's eligibility for other programs and services, including educational programs for gifted and talented students, special education and related services for children with disabilities, English language acquisition, vocational education, school lunch, and appropriate programs or services under ESEA;
3. Programs and other activities designed to raise awareness among educators and pupil services personnel of the rights of homeless children and youth under the McKinney-Vento Act, and the special needs such children and youth have as a result of their homelessness;
4. Referrals of eligible students to medical, dental, mental, and other health services;
5. Paying the excess cost of transportation not otherwise provided through Federal, State, or local funds, to enable students to attend schools selected under section 722(g)(3) of the McKinney-Vento Act;
6. Developmentally appropriate early childhood education programs for homeless children of preschool age that are not provided through other Federal, State, or local funds;
7. Services and assistance to attract, engage, and retain homeless children and youth, and unaccompanied youth, in public school programs and services provided to non-homeless children and youth;
8. Before and after school programs, mentoring, and summer programs for homeless children and youth. Qualified personnel may provide homework assistance, tutoring, and supervision of other educational instruction in carrying out these activities;
9. Paying fees and costs associated with tracking, obtaining, and transferring records necessary for the enrollment of students in school. The records may include birth certificates, guardianship records, immunization records, academic records, and evaluations of students needed to determine eligibility for other programs and services;

10. Education and training programs for parents of homeless children and youth regarding the rights their children have as homeless individuals and regarding the educational and other resources available to their children;
11. Programs coordinating services provided by schools and other agencies to eligible students in order to expand and enhance such services. Coordination with programs funded under the Runaway and Homeless Youth Act should be included in this effort;
12. Pupil services programs providing violence prevention counseling and referrals to such counseling;
13. Programs addressing the particular needs of eligible students that may arise from domestic violence;
14. Providing supplies to non-school facilities serving eligible students and adapting these facilities to enable them to provide services;
15. Providing school supplies to eligible students at shelters, temporary housing facilities, and other locations as appropriate; and,
16. Providing extraordinary or emergency services to eligible students as necessary to enroll and retain such children and youth in school.

RESPONSIBILITIES OF THE LOCAL LIAISON FOR HOMELESS CHILDREN AND YOUTH

The local liaison serves as one of the primary contacts between homeless families and school staff, district personnel, shelter workers, and other service providers. The liaison coordinates services to ensure that homeless children and youth enroll in school and have the opportunity to succeed academically.

Local liaisons must ensure that:

- Homeless children and youth are identified by school personnel and through coordination activities with other entities and agencies;
- Homeless students immediately enroll in school with full and equal opportunity to succeed in the schools of the LEA;
- Homeless children and youth and their families receive educational services for which they are eligible, including Head Start, Even Start, and preschool programs administered by the LEA, and referrals to health, mental health, dental, and other appropriate services;
- Parents or guardians of homeless children and youth are informed of educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
- Parents and guardians and unaccompanied youth are fully informed of all transportation services, including transportation to and from the school of origin, and are assisted in accessing transportation services;
- Enrollment disputes are mediated in accordance with the requirements of the McKinney-Vento Act; and *Bulletin 741, Section 341, D and F*; and,
- Public notice of the educational rights of homeless students is disseminated to locations where they receive services under the McKinney-Vento Act.

In meeting these responsibilities, local liaisons must assist homeless children and youth including preschool and unaccompanied youth with such activities as the following:

- Immediate enrollment despite pending resolution of disputes that might arise over school enrollment or placement;
- School attendance and accessing school services;
- Obtaining immunizations, medical, or other records;
- Informing parents, school personnel, and others of the rights (including disputes) of homeless children and youth;
- Helping to coordinate transportation services for homeless children and youth; and,
- Collaborating and coordinating with the State Coordinator for the Education of Homeless Children and Youth, community, and school personnel responsible for providing education and related support services to homeless children and youth *to ensure enrollment, attendance, and success in school.*

ELIGIBLE APPLICANTS

Any Local Educational Agency in the state of Mississippi is eligible to apply for funding. Individual school campuses may not apply for funding; an individual campus may be served through a school district's program. Homeless shelters may not apply for funding, but they may receive services from a McKinney-Vento grant.

REPORTING

The Education for Homeless Children and Youth (P.L. 101-645) as amended by the *No Child Left Behind Act of 2001* (P.L. 103-382) requires the Mississippi Department of Education to gather, to the extent possible, reliable, valid, and comprehensive information to the nature and extent of the problems homeless children and youth have in gaining access to public preschool programs and to public elementary and secondary schools, the difficulties in identifying the special needs of such children and youth, any progress made by the state educational agency and local educational agencies in the state in addressing such problems and difficulties, and the success of the program under this subtitle in allowing homeless children and youth to enroll in, attend, and succeed in school.

PAYMENTS

Payments will be made monthly on a cost reimbursement basis.

DURATION OF PROJECTS

McKinney-Vento projects are awarded for a one-year period. The funding year begins December 19, 2008, and ends September 30, 2009.

MONITORING AND ACCOUNTABILITY

The State Coordinator for the Education of Homeless Children and Youth monitors each project annually through:

- On-site visits;
- Electronic desk reviews;
- Telephone calls, conference calls, and emails;
- Staff development; and,
- Review of project evaluations.

ACCEPTANCE OF PROPOSALS

The Mississippi Department of Education reserves the right, in its sole discretion, to waive minor irregularities in proposals. A minor irregularity is a variation from the application, which does not affect the price of the proposal, or give one offeror an advantage or benefit not enjoyed by other offerors, or adversely impacts the interest of the Department. Waivers, when granted, shall in no way modify the proposal requirements or excuse the offeror from full compliance with the proposal specifications and other grant requirements if the offeror is awarded the grant.

REJECTION OF PROPOSALS

Proposals that do not conform to the requirements may be rejected by the MDE. **Proposals may be rejected for reasons, which include, but are not limited to, the following:**

- The proposal contains unauthorized expenditures;
- The proposal is conditional;
- The proposal is incomplete or contains irregularities that make the proposal indefinite or ambiguous;
- The proposal is not signed, in blue ink by an authorized representative of the offeror;
- The proposal contains false or misleading statements or references;
- The proposal does not offer to provide all services required by the RFP;
- The proposal is not formatted as required by RFP specifications; and,
- The proposal is not turned in by the designated deadline.

CONDITIONS OF SOLICITATION

The release of this proposal does not constitute an acceptance of any offer, nor does such release in any way obligate the MDE to execute a grant with any other offeror. The MDE reserves the right to accept, reject, or negotiate any or all offers on the basis of the evaluation criteria contained in this document. The final decision to execute a grant with any offeror rests solely with the MDE.

Before preparing the proposal, offerors should note that:

- The MDE will not be liable for any costs associated with the preparation of proposals or negotiation of grant, incurred by any offeror;
- All proposals, in their entirety, will become the property of the MDE upon submission;
- The award of a grant for any proposed program is contingent upon the following:
 - Approval of the proposal by grant review panel selected by MDE,
 - Mississippi State Board of Education approval, and
 - Successful negotiation of any changes to the proposal as required by the MDE.
- However, the MDE reserves the right to accept any proposal as submitted for grant award without substantive negotiation of offered terms, services, or prices. Therefore, offerors are advised to propose their most favorable terms initially; and,
- Grantees will be required to assume full responsibility for all specified services and may grant only those as specified in the proposal package.

PROPOSAL REQUIREMENTS

1. Proposals should address all areas of the RFP, and,
2. Proposals should assure compliance with the Standard Terms and Conditions and the Conditions of Solicitation contained in the proposal package.

SELECTION CRITERIA AND PROCEDURES

All proposals received by the stated submission deadline will be evaluated using the selection criteria described on page 8. Proposals will be rated and ranked by a review team composed of Mississippi Department of Education staff and external members. A panel of reviewers will review each proposal. These reviewers will rank each proposal according to the enclosed selection criteria. Proposals receiving the greatest number of points will be recommended to the State Board of Education for funding.

SCORING CRITERIA

Evaluation of proposals will be based upon the following criteria:

- Local Educational Needs of the District;
- Program Goals and Objectives;
- Collaboration/Coordination;
- Dispute Resolution Procedures;
- Description of Services; and,
- Budget Summary/Narrative.

TIME LINE

September 18, 2008	RFP Issued
September 29, 2008	Technical Assistance Meeting for Potential Grantees
October 6, 2008	Intent to Submit Request for Proposal Form Due
October 23, 2008	RFP Due
November 10-14, 2008	Evaluation of Proposals
December 18-19, 2008	Board Approval/ Grants Awarded to LEAs

STANDARD TERMS AND CONDITIONS FOR GRANT

Certain terms and conditions are required for receiving grants from the Mississippi Department of Education; therefore, the grantee will agree to the items stated below.

Changes

This agreement will not be modified, altered, or changed except by mutual agreement by an authorized representative(s) of each party to this agreement and must be confirmed in writing through the Mississippi Department of Education grant modification procedures.

Independent Grantee

The grantee shall perform all services as an independent grantee and shall discharge all of its liabilities as such. No act performed or representation made, whether oral or written, by grantee with respect to third parties shall be binding on the Mississippi Department of Education.

Termination

The Mississippi Department of Education, by written notice, may terminate this grant, in whole or in part, if funds supporting this grant are reduced or withdrawn. To the extent that this grant is for services, and if so terminated, the Mississippi Department of Education shall be liable only for payment in accordance with payment provision of this grant for services rendered prior to the effective date of termination.

The Mississippi Department of Education, in whole or in part, may terminate this grant for reasonable cause by written notification. Furthermore, the Mississippi Department of Education and the grantee may terminate this grant, in whole or in part, upon mutual agreement.

Either the Mississippi Department of Education or the grantee may terminate this agreement at any time by giving written notice to the other party of such termination and specifying the effective date thereof. The grantee shall be paid an amount which bears the same ratio to the total compensation as the services actually performed bear to the total services of the grantee covered by the agreement, less payments of compensation previously made.

Access to Records

The grantee agrees that the Mississippi Department of Education, or any of its duly authorized representatives, at any time during the term of this agreement, shall have access to, and the right to audit any pertinent books, documents, papers, and records of the applicant related to the grantee's charges and performance under this agreement.

Applicant shall keep such records for a period of three (3) years after final payment under this agreement, unless the Mississippi Department of Education authorizes their earlier disposition. Grantee agrees to refund to the Mississippi Department of Education any overpayments disclosed by any such audit. However, if any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the 3-year period, the records shall be retained until completion of the actions and resolution of all issues which arise from it.

Laws

This agreement and all matters or issues collateral to it shall be governed by and construed in accordance with the laws of the State of Mississippi.

Legal Authority

The grantee assures that it possesses legal authority to apply for and receive funds under this agreement.

Equal Opportunity Employer

The grantee and any organizations in partnership with the grantee receiving funds through this program shall be an equal opportunity employer and shall conform to all affirmative action and other applicable requirements; accordingly, grantee and any organizations in partnership with the grantee receiving funds through this program shall neither discriminate nor permit discrimination in its operations or employment practices against any person or group of persons on the grounds of race, age, color, religion, national origin, handicap or sex in any manner prohibited by law.

Personnel

Grantee agrees that, at all times, employees of the grantee furnishing or performing any of the services specified in this agreement shall do so in a proper, professional, and dignified manner.

Assignment

Grantee shall not assign or grant in whole or in part its rights or obligations under this agreement without prior written consent of the Mississippi Department of Education. Any attempted assignment without said consent shall be void and of no effect.

Travel Policy

The following travel policies are established for the use of the grantees of the Mississippi Department of Education who are required to travel in state and out-of-state on official state government business. These policies are based on the guidelines established by the State Department of Finance and Administration (formally the State Fiscal Management Board) in accordance with Section 25-3-41, Mississippi Code Annotated (1972). The grantee may use its board approved travel policy in lieu of the MDE policy.

INTENT TO SUBMIT PROPOSAL FORM

The Intent to Submit Proposal Form (page 12 of this RFP) must be submitted with all three signatures in blue ink and received no later than 5:00 p.m. on October 6, 2008. The form can be emailed to Kelsey Blumenberg at keblumenberg@mde.k12.ms.us or faxed to (601) 359-2587. The original must be mailed to:

Office of Innovative Support
Attn: Kelsey Blumenberg
Mississippi Department of Education
Central High School Bldg.
359 North West Street- Suite 111
P.O. Box 771
Jackson, MS 39205-0771

PROPOSAL INSTRUCTIONS

Follow instructions included in each section of the RFP and:

- Return the proposal package (pages 13 to 24), which will become part of the final grant agreement. Proposals submitted in any format other than this Request For Proposal will not be accepted;
- Failure to complete the proposal package as instructed shall remove the proposal from consideration;
- Do not spiral or bind the proposal;
- An original (signed in blue ink) and seven (7) unstapled copies of the proposal must be received in the MDE Office of Procurement on or before 3:00 p.m. on October 23, 2008. Failure to submit the required copies of the proposal shall remove the proposal from consideration;
- Late Proposals will not be considered; and,
- Faxed or emailed copies will not be accepted.

Proposals should be submitted to:

Office of Procurement
Attn: Lorraine Wince
Mississippi Department of Education
Central High School Bldg.
359 North West Street- Suite 307
P.O. Box 771
Jackson, Mississippi 39205-0771

Questions regarding this RFP should be directed to Kelsey Blumenberg at (601) 359-3499 or via email at keblumenberg@mde.k12.ms.us.

FY09 Request for Proposals
Intent to Submit Proposal Form
(Due by 5:00 p.m. on October 6, 2008.)
Mississippi Department of Education
Education for Homeless Children and Youth Program

The PICAYUNE School District

- Yes, we will apply for the Education for Homeless Children and Youth Program grant. How many homeless students do you intend to provide service? 150

- No, we will not apply for the Education for Homeless Children and Youth Program grant.

Superintendent Signature (Blue Ink) Date

Federal Programs Coordinator Signature (Blue Ink) Date

Business Manager Signature (Blue Ink) Date

All Letters of Intent are due to the Office of Innovative Support on or before **5:00 p.m., Monday, October 6, 2008**, with all three signatures in blue ink. You may email, mail, or fax (601) 359-2587. Please mail the original to:

Mississippi Department of Education
Attn: Kelsey Blumenberg
359 North West Street- Ste. 111
P.O. Box 771
Jackson, MS 39205-0771

If you have any questions, please contact Kelsey Blumenberg, Homeless Education Coordinator, at (601) 359-3499 or via email at keblumenberg@mde.k12.ms.us.

COVER SHEET
THE NO CHILD LEFT BEHIND ACT OF 2001
P. L. 103-382
EDUCATION FOR HOMELESS CHILDREN AND YOUTH
PROPOSAL PACKET

Grant Period
December 19, 2008 – September 30, 2009

Please provide the following information:

SCHOOL DISTRICT PICAYUNE SCHOOL DISTRICT

DISTRICT SUPERINTENDENT DEAN SHAW

ADDRESS 706 GOODYEAR BLVD. **CITY, ZIP CODE** MS, 39466

DISTRICT HOMELESS LIAISON FRANK MCCARDLE

E-MAIL ADDRESS fmccardle@pcu.k12.ms.us

PHONE NUMBER 601-798-3230 **FAX NUMBER** 601-749-5973

TOTAL BUDGET AMOUNT REQUESTED \$59,901.26/Awarded \$31,396.00

**SUBTITLE B:
Education for Homeless Children and Youth Program**

Grant Assurances

SEC. 722. GRANTS FOR STATE AND LOCAL ACTIVITIES FOR THE EDUCATION OF HOMELESS CHILDREN AND YOUTH.

(3) LOCAL EDUCATIONAL AGENCY REQUIREMENTS-

- (A) IN GENERAL-** The local educational agency serving each child or youth to be assisted under this subtitle shall, according to the child's or youth's best interest—
- (i) continue the child or youth's education in the school of origin for the duration of homelessness—
 - (I) in any case in which a family becomes homeless between academic years during an academic year; or
 - (II) for the remainder of the academic year, if the child or youth becomes permanently housed during an academic year; or
 - (ii) enroll the child or youth in any public school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.
- (B) BEST INTEREST** - In determining the best interest of the child or youth under subparagraph (A), the local educational agency shall—
- (i) to the extent feasible, keep a homeless child or youth in the school of origin, except when doing so is contrary to the wishes of the child's or youth's parent or guardian;
 - (ii) provide a written explanation, including a statement regarding the right to appeal under subparagraph (E), to the homeless child's or youth's parent or guardian, if the local educational agency sends such child or youth to a school other than the school of origin or a school requested by the parent or guardian; and
 - (iii) in the case of an unaccompanied youth, ensure that the homeless liaison designated under paragraph (1)(J)(ii) assists in placement or enrollment decisions under this subparagraph, considers the views of such unaccompanied youth, and provides notice to such youth of the right to appeal under subparagraph (E).
- (C) ENROLLMENT** - (i) The school selected in accordance with this paragraph shall immediately enroll the homeless child or youth, even if the child or youth is unable to produce records normally required for enrollment, such as previous academic records, medical records, proof of residency, or other documentation.
- (ii) The enrolling school shall immediately contact the school last attended by the child or youth to obtain relevant academic and other records.
 - (iii) If the child or youth needs to obtain immunizations, or immunization or medical records, the enrolling school shall immediately refer the parent or guardian of the child or youth to the local educational agency liaison designated under paragraph (1)(J)(ii), who shall assist in obtaining necessary immunizations, or immunization or medical records, in accordance with subparagraph (D).

- (D) RECORDS** - Any record ordinarily kept by the school, including immunization or medical records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, regarding each homeless child or youth shall be maintained—
- (i) so that the records are available, in a timely fashion, when a child or youth enters a new school or school district; and
 - (ii) in a manner consistent with section 444 of the General Education Provisions Act (20 U.S.C. 1232g).
- (E) ENROLLMENT DISPUTES** - If a dispute arises over school selection or enrollment in a school—
- (i) the child or youth shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute;
 - (ii) the parent or guardian of the child or youth shall be provided with a written explanation of the school’s decision regarding school selection or enrollment, including the rights of the parent, guardian, or youth to appeal the decision;
 - (iii) the child, youth, parent, or guardian, shall be referred to the local educational agency liaison designated under paragraph (1)(J)(ii), who shall carry out the dispute resolution process as described in paragraph (1)(C) as expeditiously as possible after receiving notice of the dispute; and
 - (iv) in the case of an unaccompanied youth, the homeless liaison shall ensure that the youth is immediately enrolled in school pending resolution of the dispute.
- (F) PLACEMENT CHOICE** - The choice regarding placement shall be made regardless of whether the child or youth lives with the homeless parents or has been temporarily placed elsewhere.
- (G) SCHOOL OF ORIGIN DEFINED** - In this paragraph, the term ‘school of origin’ means the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.
- (H) CONTACT INFORMATION** - Nothing in this subtitle shall prohibit a local educational agency from requiring a parent or guardian of a homeless child to submit contact information.
- (4) COMPARABLE SERVICES** - Each homeless child or youth to be assisted under this subtitle shall be provided services comparable to services offered to other students in the school selected under paragraph (3), including the following:
- (A) Transportation services.
 - (B) Educational services for which the child or youth meets the eligibility criteria, such as services provided under title I of the Elementary and Secondary Education Act of 1965 or similar State or local programs, educational programs for students with limited English proficiency.
 - (C) Programs in vocational and technical education.
 - (D) Programs for gifted and talented students.
 - (E) School nutrition programs.
- (5) COORDINATION** -
- (A) IN GENERAL** - Each local educational agency serving homeless children and youth that receives assistance under this subtitle shall coordinate -

(i) the provision of services under this subtitle with local social services agencies and other agencies or programs providing services to homeless children and youths and their families, including services and programs funded under the Runaway and Homeless Youth Act (42 U.S.C. 5701 et seq.); and

(ii) with other local educational agencies on interdistrict issues, such as transportation or transfer of school records.

(B) HOUSING ASSISTANCE - If applicable, each State educational agency and local educational agency that receives assistance under this subtitle shall coordinate with State and local housing agencies responsible for developing the comprehensive housing affordability strategy described in section 105 of the Granston-Gonzalez National Affordable Housing Act (42 U.S.C. 12705) to minimize educational disruption for children and youths who become homeless.

(C) COORDINATION PURPOSE - The coordination required under subparagraphs (A) and (B) shall be designed to--

(i) ensure that homeless children and youth have access and reasonable proximity to available education and related support services; and

(ii) raise the awareness of school personnel and service providers of the effects of short-term stays in a shelter and other challenges associated with homelessness.

(6) LOCAL EDUCATIONAL AGENCY LIAISON-

(A) DUTIES - Each local educational agency liaison for homeless children and youth, designated under paragraph (1)(J)(ii), shall ensure that--

(i) homeless children and youth are identified by school personnel and through coordination activities with other entities and agencies;

(ii) homeless children and youth enroll in, and have a full and equal opportunity to succeed in, schools of that local educational agency;

(iii) homeless families, children, and youth receive educational services for which such families, children, and youth, are eligible, including Head Start and Even Start programs and preschool programs administered by the local educational agency, and referrals to health care services, dental services, mental health services, and other appropriate services;

(iv) the parents or guardians of homeless children and youth are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;

(v) public notice of the educational rights of homeless children and youth is disseminated where such children and youth receive services under this Act, such as schools, family shelters, and soup kitchens;

(vi) enrollment disputes are mediated in accordance with paragraph (3)(E); and

(vii) the parent or guardian of a homeless child or youth, and any unaccompanied youth, is fully informed of all transportation services, including transportation to the school of origin, as described in paragraph (1)(J)(iii), and is assisted in accessing transportation to the school that is selected under paragraph (3)(A).

(B) NOTICE - State coordinators established under subsection (d)(3) and local educational agencies shall inform school personnel, service providers, and advocates working with homeless families of the duties of the local educational agency liaisons.

(C) LOCAL AND STATE COORDINATION - Local educational agency liaisons for homeless children and youth shall, as a part of their duties, coordinate and collaborate with State coordinators and community and school personnel responsible for the provision of education and related services to homeless children and youth.

(7) REVIEWS AND REVISIONS -

(A) IN GENERAL - Each State educational agency and local educational agency that receives assistance under this subtitle shall review and revise any policies that may act as barriers to the enrollment of homeless children and youth in schools that are selected under paragraph (3).

(B) CONSIDERATION - In reviewing and revising such policies, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship.

(C) SPECIAL ATTENTION - Special attention shall be given to ensuring the enrollment and attendance of homeless children and youth who are not currently attending school.

OTHER ASSURANCES

(A) An assurance that the local educational agency's combined fiscal effort per student, or the aggregate expenditures of that agency and the State with respect to the provision of free public education by such agency for the fiscal year preceding the fiscal year for which the determination is made.

(B) An assurance that the applicant complies with, or will use requested funds to comply with paragraphs (3) through (7) of section 722(g).

(C) An assurance that applicant policies and procedures, consistent with section 722(e)(3), that the agency will implement to ensure that activities carried out by the agency will not isolate or stigmatize homeless children and youth.

(D) The LEA/grantee adheres to the applicable provisions of the Education Department General Administrative Regulations (EDGAR): 34 CFR Subtitle A, Parts 1-99.

(E) The grantee adheres to the applicable regulations of the Office for Civil Rights, U.S. Department of Education: 34 CFR Subtitle B, Parts 100-199.

(F) The grantee adheres to Office of Management and Budget (OMB) Circular A-87 (Cost Principles for State, Local, and Indian Tribal Governments).

(G) The grantee assures that salary and wage charges will be supported by proper time reporting documentation that meets the requirements of OMB Circular A-87.

I have **read** and **agree** to comply with the above assurances, and I certify that the contents of this proposal, if funded, will be followed in the implementation of the school district's Education for Homeless Children and Youth Program described herein.

Superintendent (blue ink)

Date

Program Coordinator (blue ink)

Date

Business Manager (blue ink)

Date

LOCAL EDUCATIONAL NEEDS

- A. Provide a needs assessment of the educational and related needs of homeless children and youth in the area served by the district (which may be undertaken as part of needs assessments for other disadvantaged groups), including the number of homeless children and youth enrolled in preschool, elementary, and secondary schools within the district.

During the 2007-2008 school year, the Picayune School District requested a grant amount of \$49,095.79 from the Education for Homeless Children and Youths Grant Program. The purpose of this grant award was to provide nursing services and partially fund after-school tutoring services for the District's homeless children. Subsequently, the District received a grant award of \$39,600.00 and provided the stated services with minimal changes. Picayune School District served 129 homeless children as reported during month 9 in the MSIS ADA report. It must be noted that this number fluctuates monthly due to the temporary nature of the homeless, and at any given time, the true number of homeless children and youth is difficult to ascertain.

Although Picayune is a relatively average-sized school district, approximately 3650 students, it has been able to initially identify 150 homeless children for the 2008-2009 school year. This figure is a tentative and will be better defined after the first monthly ADA report has been approved for the new school year. At that time, the District will have a more concise number of homeless students district-wide. The District will provide, through home visits conducted by social workers and counselors, a better determination of the extent of homelessness which affects the student body.

The District's dropout rate, ADA, and accreditation level remain relatively the same from year to year. However, during the 2007-2008, the District did experience a positive change in student test scores and AYP as calculated under "NCLB." All schools in the District met AYP and equaled or surpassed the state averages on the MCT II and subject area tests. The increase is attributed to the expanded efforts of the District to address underachieving students with programs that directly meet their needs. The District anticipates continued student improvement and success through the educational services it is dedicated to providing.

Past US Census data indicates that in excess of 8,000 families have incomes that fall below the poverty level in Pearl River County. In the recent past, more than 2,100 families have been identified as single parent families [MS Employment Agency]. The District anticipates these statistics to increase significantly during the 2008-2009 school year due to the country's declining economic situation.

District students qualify for and participate in the State's free and/or reduced lunch and breakfast programs. The District's free and/or reduced lunch programs are currently at 71% as calculated by the District's Director of Food Services on March 1, 2008, with the highest concentration of students receiving services being located at Nicholson Elementary School and South Side Lower Elementary School. This percentage is anticipated to increase dramatically during the current school year due to the failing

economy. Families are experiencing increased costs “across the board” and have less money to address the existing social, medical, physical, and psychological needs of their children.

Based on these findings and the deteriorating financial stability of all families in the community, the Picayune School District is applying for a grant award in the amount of **\$59,901.26/awarded \$31,396.00** to assist homeless children, youth, and their families with vitally important social, medical, emotional, and education services and interventions. More specifically, the District anticipates funding the salaries and allowable benefits for two school nurses. These nurses will provide medical support to the students at Nicholson Elementary and South Side Lower Elementary. In addition, the District will use additional funding for nursing supplies, medical screenings, student supplies, applicable student fees and professional development opportunities as required by the grant’s guidelines.

- B. Describe procedures the district has in place or will develop to identify and serve homeless children and youth. Include plans for obtaining and distributing supplies, providing assistance to meet the State content and State academic performance standards, and tracking of students participating in program. Programs must be designed to address immediate enrollment, attendance, and success in school of all homeless children and youth including preschool and unaccompanied youth.

Initial funding from homeless education programs began during the 1998-1999 school year. At that time, two district counselors, four Title I Social Workers, and a nursing supervisor correlated program activities and services for 165 students identified as “homeless.” Currently, available personnel providing services to students have been increased. Nine LPN’s, under the direction of the District’s nursing supervisor, now provide valuable attention to all students’ medical needs. The District is committed to this level of medical assistance, although it is a financial burden on the District which increases yearly.

While providing quality educational, medical, and social services for the ever-changing number of children, youth, and their families, families receive individualized home visits, medical screenings, and subsistence assistance through the leveraging of district funding and the district’s network of volunteers and referral agencies. Volunteers, health providers, and social agencies provide assistance to families, and in many cases they do this without requesting financial reimbursement.

The number of students identified in subsequent years has typically increased. The largest number of students identified and served, excluding the period after Hurricane Katrina, was during the most recent grant period. The District provided some type of support to 265 students during 2007-2008 school year. As stated earlier, the District has tentatively identified 150 students in need of services for this school year. District nurses, social workers, and counselors will continue to lead the way in identifying and providing initial assistance to these students.

Identification begins at the point of registration for all students. Schools survey enrolling

and returning students to ascertain their current needs, hoping to pinpoint those students who have had changes from the previous year which would identify them as being in need of traditional homeless grant services. Once identified, these students are tracked throughout the year and provided services by the appropriate school or district-level personnel, and/or referred to the appropriate agencies or providers in the community who can better meet their needs.

All students are required by the District and certain State statutes to provide documentation at the time of registration. In accordance with “NCLB,” the yearly registration process is sensitive to the needs of potential “homeless” or returning “homeless” students. In the event a student registers without the required documents, the District has in place protocols which address these issues individually. At no time is a student excluded from participating in any academic or extracurricular program provided by the District. District services, including transportation, are available to all students. Special requests by parents concerning district services are addressed individually.

Once enrolled and identified as needing “homeless” services, students become eligible to receive services through Title I Part A. Teachers, social workers, and paraprofessionals, provide additional educational instruction and support services to these students. “NCLB” gives specific directions to districts receiving Title I, Part A funds concerning yearly testing and all accountability standards associated with academic performance. All students identified to receive “homeless” services are provided this guidance. The Picayune School District is in compliance with all Title I, Part A funding guidance and regulations. There are no outstanding audit findings for any program in the Picayune School District.

In addition to academic services, the District operates a Parenting Center during the school year. Personnel at this center provide needed support to the parents and families experiencing the conditions associated with “homelessness.” The Parenting Center coordinates the necessary social, medical, and psychological services that parents and their families are requesting. The District’s nursing coordinator and social workers housed at the Parenting Center act as a clearing house for all services and supplies that are requisitioned, purchased, procured, or provided to students and/or families in need. The individuals work tirelessly with the schools and community seeing that needs of identified students and families are met.

C. Describe in detail the need for this project in your community addressing these, but not limited to, the following elements:

- Statistics relative to school children and families such as rates of homelessness, levels of poverty, illiteracy, unemployment, limited English proficiency, or other need-related indicators;
- Compare to state and national statistics; and,
- Educational barriers or needs that this project will address.

Students living within the boundaries of the Picayune School District potentially experience the same hardships as students living in other districts across the state and the country. The District is not immune to the negative issues that affect students and does what it can, with available resources to address and alleviate these issues.

Picayune School District addresses problems as quickly and efficiently as possible. It tries to be proactive in providing solutions to problems before they actually are identified. The District has been responsive to addressing the English proficiency skills of both students and families. Prior to Hurricane Katrina, less than one percent of its students fell outside the categories as being white or black. Since Hurricane Katrina, the District has seen a growth in its “other” racial categories, with its non-English speaking population growing particularly in regard to the Hispanic community. Hispanic laborers moved into the area providing help with the rebuilding efforts after Hurricane Katrina. Many of these laborers have stayed behind as construction efforts have been completed, relocating their families to the area and becoming permanent residents. Total immersion classes in English have proven to be the most productive means for non-English speaking students to become English proficient.

The District has seen the need to expand its services to the entire family. Any remediation which occurs during the school day for children is severely undermined by parents who have limited English skills. Operating continuing education programs through its vocational department for any adult who is in need of similar services has been beneficial. The District’s hope is to remediate the entire family’s English proficient level while providing services to the children.

The Picayune School District provides in-school, after-school, and extended-year tutorial programs. It is the intent of the District to provide students with the necessary means for reaching the proficient or advanced level on all state academic assessments. All students are allowed to participate in these services. Transportation is provided for any student participating in after-school and/or extended year programs. In addition, the District Food Service Department provides students attending these programs with a daily snack or breakfast and lunch to help meet their nutritional needs which are critical for academic success.

Students participating in these programs are surveyed annually. It has been documented that a large percentage of these students require some type of health related service. When available, different funds, including Title I, are used to meet these needs. Volunteerism, the CHIP program, and a team-effort approach on behalf of the District and community agencies is used for addressing and providing for the needs of its students. Although the District has made significant strides in providing programs and services targeting the integration of homeless children and youth into the community life, this remains an ongoing goal of the District.

PROGRAM GOALS AND OBJECTIVES

Describe in detail your program goals and objectives. How will your objectives assist homeless children to overcome education barriers and/or meet their educational needs? The goals and objectives must address the ten national quality indicators (See pages 25-28). Summer school and professional development (awareness) must also be addressed.

Goal # 1: To continue to provide homeless children with assistance in meeting their basic physical needs to include food, clothing, and shelter through a well-organized network of community agencies.

Goal # 2: To assist each child/youth with immediate, adequate health care (vision, hearing, dental, scoliosis, nutrition) through the funding of two school nurses and to assist with screenings and health corrections/health-related services through a collaborative effort with United Way, Title I, MS Medicaid, and CHIP.

Goal # 3: To offer on-going opportunities for personal and family counseling through the District's school counselors and Title I social workers and to act as a referral agency in seeking affordable clinical and/or psychological services where applicable.

Goal # 4: To help monitor mentoring and character education programs which are designed to assist homeless students build positive self-esteem and make healthy/wise decisions.

Goal # 5: To assist homeless students and their families to assimilate themselves and their families into the overall local community effectively, including membership into clubs, school attendance, sports participation, civic, and faith-based organizations.

COLLABORATION/COORDINATION

Describe how you will collaborate/coordinate the implementation of the project with local schools, Head Start/Even Start, Migrant, shelter(s), and social service agencies such as juvenile justice, runaway youth shelters, transitional foster care homes, youth and teen centers, and other such homeless youth programs, agencies and organizations as funded under the Runaway and Homeless Youth Act, and local housing agencies for referral opportunities to assist in family stability.

All District homeless activities and interventions will be directed from the District level offices of the Picayune School District. The Parenting Center will be responsible for overseeing and coordinating the working relationship between the District and community agencies. The Parenting Center will act as a clearing house for identifying and providing interventions and supplies students and families may need during the year.

Picayune School District operates an Early Head Start and Three Year Old program during the school year. The District's Early Head Start program director will act as the liaison for identifying pre-school aged children who may be in need of homeless services.

The District's Title I social workers will continue to provide assistance in identifying students in need of homeless services at each school. Social workers will continue to focus their attention on the attendance, discipline, and academic success of these students. Social workers will continue to act as the liaison between the Department of Human Services, juvenile services, local housing authority, community shelters, medical providers, and other community agencies which support the District's efforts.

DISPUTE RESOLUTION PROCEDURES

Describe the dispute resolution plan for the LEA in accordance with *Bulletin 741, Section 341, D and F*. Include the procedure for notifying parents of their right to appeal decisions. Please include a sample of the forms used to resolve disputes.

The Picayune School District is in compliance with all regulations and guidance concerning homeless students. The Director of Federal Programs has been designated as the local contact person for questions and disputes individuals may have concerning homeless activities. The District has in place **Board Policy JQP** which gives direction in solving potential disputes.

The Picayune School District is in compliance with all "NCLB" requirements concerning the timely notification of parents with information concerning their child's academic involvement and success. Parents are notified through yearly State Report Cards, newspaper publications, regular mailings, student handbooks, District/school websites, parent conferences, open-house meetings, and yearly newsletters as to the activities which are being offered by the District.

DESCRIPTION OF SERVICES

Provide a description of the services that will be part of the program plan to accomplish the needs assessment, goals, and objectives, which include the following authorized activities:

1. The provision of tutoring, supplemental instruction, and enriched educational services that are linked to the achievement of the same challenging state content standards and challenging state student performance standards that the State establishes for other children or youth;

The District is committed to improving the performance of all students on local and state academic assessments. All students are provided tutorial services during the regular school day by receiving instruction through Fast ForWord. Prior to the administering of all state academic assessments, students are able to attend an extended-day tutorial program at their schools. Students are provided intense tutorial services intended to better prepare them for taking their state academic assessments. Transportation is available for all students who are in need of this service.

When funds are available, the District provides an extended-school year for tutorial and academic enrichment. Students who choose to participate are provided instruction which helps to maintain or improve their level of academic achievement going into the next school year. Enrichment activities, which in the past have included field trips, movies, swimming lessons, picnics, and arts/crafts, have been offered as a way to provide homeless students with a sense belonging and normalcy. All students participating in the extended-year program are provided breakfast, snack, and lunch daily. Transportation is provided for all students to and from the program daily.

2. The provision of expedited evaluations of the strengths and needs of homeless children, including needs and eligibility for programs and services (such as educational programs for gifted and talented students, children with disabilities, and students with limited-English proficiency, services provided under Title I of the Elementary and Secondary Education Act of 1965 or similar State or local programs, programs in vocational education, and school meals programs);

Through the use of District personnel, all program participants will receive physical evaluations/screenings for vision, hearing, and dental needs. In addition, students will receive assistance in referrals from community agencies to combat depression and other social difficulties. Students will receive timely assistance in order to improve their academic strengths and remediate their academic weaknesses.

3. Professional development and other activities for educators and pupil services personnel that are designed to heighten the understanding and sensitivity of such personnel to the needs of homeless children and youth, the rights of such children under this subtitle, and the specific educational needs of runaway and homeless children;

The Picayune School District is dedicated to this grant proposal and is willing to make a concerted effort to provide quality professional development activities to ensure program success and sustainability. This professional development will be delivered by those highly qualified personnel skilled in working with children and their families. The District agrees to expend the minimum funding for professional development as required by the grant.

4. The provision of referral services to homeless children and youth for medical, dental, mental, and other health services;

Early evaluation and screening of homeless children for medical, social, and emotional difficulties will remain a focus of this grant program. The funding of two LPN's through this grant, under the direct supervision of the District's RN, will work closely with our community network in providing services for students who require routine medical corrections. Students requiring specific health corrections will be provided such services as possible through other community agencies.

5. The provision of assistance to defray the excess cost of transportation for students under section 722(g)(4)(A), not otherwise provided through federal, state, or local funding, where necessary to enable students to attend the school selected under section 722(g)(3);

The Picayune School District will not be requesting funding for transportation during 2008-2009. The District will support all transportation costs and supplies in an effort to direct all available homeless grant funds toward student medical services.

6. The provision of developmentally appropriate early childhood education programs, not otherwise provided through federal, state, or local funding, for preschool-aged homeless children;

The Picayune School District will make every effort to collaborate with pre-school agencies and the District's Early Head Start Director in identifying and including a larger number of students and their parents in developmentally appropriate early childhood educational programs. The services offered through the District's Parenting Center will be made available to the parents of homeless and the same services offered to students enrolled in public school will be afforded to them.

7. The provision of services and assistance to attract, engage, and retain homeless children and youth, and unaccompanied youth, in public school programs and services provided to non-homeless children and youth;

Every effort will be made to establish an on-going contact and working relationship with the parents or legal guardians of each homeless child being served under this grant. Timely home visits will be conducted for the purpose of assisting parents to make a safe and orderly transition into daily community life.

Parents will be assisted in meeting the State's requirements concerning the enrollment and attendance of school-aged children in public school and transportation will be provided as needed in helping parents with the enrollment process.

Where extreme cases of neglect or abuse exist, the Department of Human Services, Child Protective Services, will be notified. The District will continue to house and work with the State's Truancy Officer and local Criminal Justice Center in eliminating deterrents relative to the safety and education of any homeless student.

District personnel will work collaboratively with families in helping to resolve issues and concerns that have a negative effect on their homeless children's academic success.

8. The provision for homeless children and youth of before and after school, mentoring, and summer programs in which a teacher or other qualified individual provides tutoring, homework assistance, and supervision of educational activities;

The Picayune School District will continue to offer tutorial programs during the regular school day, after school, and through extended-year programs as funding allows. These

programs will instruct students in the academic areas of reading/language arts and mathematics. Academic enrichment activities and programs will be incorporated during the extended-year program when applicable.

9. If necessary, the payment of fees and other costs associated with tracking, obtaining, and transferring records necessary to enroll homeless children and youth in school, including birth certificates, immunization records, academic records, guardianship records, and evaluations for special programs or services;

The Picayune School District will continue to provide assistance to families with requesting and obtaining records necessary for homeless children to enroll in school. Grant funding will be used to help defray the cost of obtaining necessary records.

10. The provision of education and training to the parents of homeless children and youth about the rights of, and resources available to, such children and youth;

The Picayune School District is committed to providing current information and training to all individuals concerning the rights and resources available to homeless children.

The provision of pupil services (including violence prevention counseling) and referrals for such services;

A fundamental goal of this grant project is to provide students and parents with services and activities which would otherwise not be available to them. The Picayune School District will assign highly qualified personnel to include licensed teachers, school counselors, Title I social workers, and nurses to function collaboratively to bring services together for parents and children.

11. Activities to address the particular needs of homeless children and youth that may arise from domestic violence;

The District agrees to comply with all state and federal statutes governing the reporting and handling of domestic violence. District personnel have received extensive training in the ethical standards and guidelines for reporting abuse and for assisting students and their families to resolve issues resulting from physical, sexual, and verbal abuse. Guidance and regulations governing a child's privacy will always be observed and followed.

12. The adaptation of space and purchase of supplies for any non-school facilities made available under subsection (a) (2) to provide services under this subsection;

Not applicable.

13. The provision of school supplies, including those supplies to be distributed at shelters or temporary housing facilities, or other appropriate locations; and,

The District will contribute its resources and personnel in an effort for making the homeless program successful. Funds are being requested to purchase nursing supplies to be used at Nicholson Elementary and South Side Lower Elementary to meet the needs of homeless children.

14. The provision of other extraordinary or emergency assistance needed to enable homeless children and youth to attend school.

All emergency assistance needs of homeless children relating to school attendance will be evaluated through home visits as well as formal/informal interviews. Emergency assistance will be addressed individually, and, when applicable and available, District resources will be applied as a means of improving the current circumstances of the child and/or family.

BUDGET NARRATIVE

Using the Budget Narrative Template (page 24), give a detailed description of budgeted expenditures for The Education for Homeless Children and Youth Grant under each line item category listed below:

- Personnel (costs associated with salaries);
- Administration (operational costs);
- Fringe Benefits;
- Travel (costs associated with travel of personnel);
- Equipment (itemized costs associated with school equipment purchased/budgeted);
- Supplies (itemized costs associated with school supplies, consumable goods, snacks, etc.);
- Contractual (itemized costs associated with postage, telephone, electricity, gas, water, sewage, transportation, field trip admission, etc.);
- Other; and,
- Indirect Cost (restricted rate only).

The cost associated with the Education for Homeless Children and Youth Grant Salaries, Wages and Fees, and/or Fringe Benefits (itemized costs associated with personnel – salaries, wages or contracts to include consultants) must meet the following guidelines:

1. The Education for Homeless Children and Youth Grant certified tutors salaries are not to exceed \$26.00 per hour, which includes fringe benefits;
2. The Education for Homeless Children and Youth Grant paraprofessional tutors salaries are not to exceed \$14.00 per hour, which includes fringe benefits;
3. The Education for Homeless Children and Youth Grant allows fringe benefits only of FICA (7.65) and Retirement (11.85), which should be calculated and shown separately from salaries at 19.5%;

4. The Education for Homeless Children and Youth Grant does not allow for Worker's Compensation and Insurance; and,
5. The Education for Homeless Children and Youth Grant will not allow the payment of overtime salaries for persons employed to work in this program. Any overtime cost will have to be secured from other funding sources.

FY 2009

FUND NUMBER: 2900 – Education for Homeless Children and Youth Program

DISTRICT NAME PICAYUNE SCHOOL DISTRICT

TOTAL BUDGET AMOUNT REQUESTED \$ 59,901.26 **Awarded \$31,396.00**

NUMBER OF CHILDREN TO BE SERVED 150 STUDENTS CURRENTLY IDENTIFIED

Required signatures: (must be in blue ink)

DEAN SHAW
Superintendent (Print)

Superintendent (Signature) Date

FRANK MCCARDLE
Program Coordinator (Print)

Program Coordinator (Signature) Date

LISA PENTON
Business Manager (Print)

Business Manager (Signature) Date

The Education for Homeless Children and Youth Grant Budget Narrative

“REVISED JANUARY 23, 2009”

On this page, please provide a **brief** but **detailed** budget narrative that explains the basis for estimating the costs of professional personnel salaries, administrative costs, benefits, project staff travel, materials and supplies, consultants, indirect costs, and any projected expenditures. This page may be reproduced as needed.

CATEGORY / ACTIVITY	AMOUNT	GENERAL DESCRIPTION
Personnel	\$21,716.00	One elementary school nurse’s salary @ \$21,716.00
Administration		
Fringe Benefits	\$4,234.63	Fringe Benefits for one nurse’s salary @ \$21,716.00 FICA @ 7.65% x \$21,716.00 = \$1,661.28 Retirement @ 11.85% x \$21,716.00 = \$2,573.35
Travel	\$3,000.00	Required professional development/travel for implementing grant program.
Equipment		
Supplies	\$2,445.37	Nursing Supplies
Contractual		
Other		
Indirect Costs		
Subtotal for Each Page	\$31,396.00	
GRANT TOTAL	\$31,396.00	

LEA: PICAYUNE SCHOOL DISTRICT 5520

McKinney-Vento Revised Data Standards and Indicators Revised Standards and Indicators of Quality for the Evaluation of Local Education Programs for Children and Youth Experiencing Homelessness

Currently, McKinney-Vento programs are not mandated to collect all the outcome data presented in this document; however, it is important to note that the McKinney-Vento Standards and Indicators encompass a majority of the measures that the U.S. Department of Education's Homeless Children and Youth Program requires states to report from their McKinney-Vento sub grantee districts. In addition, the Department of Education endorses the usage of the Standards and Indicators. The original McKinney-Vento Standards and Indicators were included in the U.S. Department of Education's *2004 Policy Guidance for the Education of Homeless Children and Youths Program*. The revised McKinney-Vento Standards and Indicators have been approved by the U.S. Department of Education as well. Thus, development of the Standards and Indicators and the dissemination of this document are provided by NCHE as a tool for homeless education programs to ensure compliance with federal requirements and to improve their services.

Based on legislation and effective practice, the McKinney-Vento Standards and Indicators were developed by the National Center for Homeless Education (NCHE) in collaboration with national, state, and local homeless education agencies in an effort to ensure compliance with federal requirements and assist with program improvement. The ten McKinney-Vento Standards (revised in 2006) are as follows:

Standard 1: All homeless students, identified and enrolled at the time of the state assessment, take the state assessment required for their grade levels.

- 1.1 All homeless students who are enrolled take the standards-based assessment in math.
- 1.2 All homeless students who are enrolled take the standards-based assessment in reading.

Standard 2: All homeless students demonstrate academic progress.

- 2.1 Homeless students shall meet or exceed state proficiency rates on the standards-based assessment in math.
- 2.2 Homeless students shall meet or exceed state proficiency rates on the standards-based assessment in reading
- 2.3 Homeless students promoted to the next grade level are at or above the promotion rates of the school.
- 2.4 Homeless students show progress toward grade-level expectations.
- 2.5 Homeless students graduating high school or equivalent are at or above the graduation rate of the school.

Standard 3: All children in homeless situations are identified.

- 3.1 Homeless students are enrolled in school.
- 3.2 Students in LEA that are homeless are identified.

- 3.3 LEA conducts outreach activities to identify students in shelters and other settings, including those living doubled up.
- 3.4 School staff members are provided professional development to enable them to identify students who may be eligible for McKinney-Vento services.

Standard 4: Within one full day of an attempt to enroll in school, homeless students are in attendance.

- 4.1 Homeless students are enrolled on the same day they came to school to be enrolled.
- 4.2 Homeless students attended school on the same day of enrollment.
- 4.3 Homeless student's enrollment in school and his/her school attendance is immediate.

Standard 5: All homeless students experience stability in school.

- 5.1 Average rate of attendance for homeless students is at or above the school average.
- 5.2 Homeless students remain in one school for the duration of the school year.
- 5.3 Schools attended by homeless students in one year are stabilized.
- 5.4 Residential moves for homeless students once identified as homeless are stabilized.
- 5.5 Homeless students receive transportation to the school of origin (defined by the McKinney-Vento Act) as requested by the parent or guardian.

Standard 6: All homeless students receive specialized and comparable services when eligible.

- 6.1 Homeless students receive an individual needs assessment to determine appropriate services and extra support to access services.
- 6.2 Homeless students with a completed special education evaluation that was conducted within 60 days of a parent request or within timeframes established by the state are enrolled.
- 6.3 Homeless students with Individual Education Plans (IEPs) receive special education services on the day of their enrollment in school.
- 6.4 Homeless students who do not attend Title I schools receive services through Title I, including support services in shelters and other locations where they live.
- 6.5 Funds are set aside for homeless students through Title I.
- 6.6 Homeless students have access to free and reduced price meals.
- 6.7 Homeless students have access to one or any combination of the following services when needed/eligible: ELL, gifted and talented, and/or vocational education services.
- 6.8 Homeless students receive supplemental academic services (e.g., after school program and tutoring).
- 6.9 Homeless students receive school and personal supplies when needed.
- 6.10 Homeless students participate in extracurricular activities.

Standard 7: All preschool-aged homeless children enroll in and attend preschool programs.

- 7.1 Preschool-aged children are identified as homeless by LEA.
- 7.2 Preschool-aged children are identified as homeless by LEA, enrolled and attending a SEA or, LEA public preschool (If public preschool is available in the district.)
- 7.3 Homeless preschool-aged children are identified through IDEA, Part C.
- 7.4 LEA has contacts, meetings, correspondence, and/or agreements with preschools not operated by the SEA or LEA.

Standard 8: All homeless unaccompanied youth enroll in and attend school.

- 8.1 Homeless unaccompanied youth are enrolled in school by the LEA
- 8.2 Homeless unaccompanied youth are informed of their rights under McKinney-Vento by LEA.
- 8.3 Homeless unaccompanied youth are assisted with selecting the school for attendance in their best interest.
- 8.4 LEA has contacts, meetings, correspondence, and/or agreements with agencies, such as child welfare, juvenile justice, and Runaway and Homeless Youth Act shelter providers to coordinate needs of homeless unaccompanied youth.
- 8.5 Homeless unaccompanied youth are provided with access and referrals to needed services by LEA.

Standard 9: All parents (or persons acting as parents) of homeless children and youth are informed of the educational and related opportunities available to their children and are provided.

- 9.1 Parent/Guardians/Caretakers of homeless students are informed of McKinney-Vento rights.
- 9.2 Parent/Guardians/Caretakers of homeless students are provided information and assistance in making best-interest decisions regarding school enrollment and educational stability of their children.
- 9.3 Parent/Guardians/Caretakers of homeless students are provided written explanation of school- placement decisions, including an explanation of the right to appeal, when their child was placed in a school other than the school of origin or the school requested.
- 9.4 Parent/Guardians/Caretakers of homeless students are required local liaison assistance or intervention to settle a disagreement between them and school staff over school selection for their child.
- 9.5 Parent/Guardians/Caretakers of homeless students are informed of opportunities to receive services comparable to those of non-homeless parents.
- 9.6 Parent/Guardians/Caretakers of homeless students are provided with individual student reports informing them of their child's specific academic needs and achievement.
- 9.7 Parent/Guardians/Caretakers of homeless students are provided transportation to school activities when requested (e.g., parent-teacher conferences).
- 9.8 Parent/Guardians/Caretakers of homeless students are provided transportation to and from community activities when requested (e.g., parenting groups).

Standard 10: LEAs help with the needs of all homeless children and youth through collaborative efforts both within and beyond the LEA.

- 10.1 Collaborates with federal programs (e.g., Head Start, Housing and Urban Development, Continuum of Care, staff from Runaway and Homeless Youth shelters, etc.).
- 10.2 Collaborates with contacts with Title I staff.
- 10.3 Collaborates with contacts with Special Education staff.
- 10.4 Collaborates with contacts with LEA staff (e.g., migrant education, school nutrition, pupil transportation, school enrollment, etc.).
- 10.5 Collaborates with contacts with community service providers (e.g., shelter provision, child welfare, health, mental health, child care, housing, faith-based initiatives, etc.).
- 10.6 Collaborates with contacts with other LEAs to which their homeless families frequently move or from which their homeless families frequently come.
- 10.7 Schools display McKinney-Vento posters.
- 10.8 McKinney-Vento posters are disseminated and displayed in the community.