

Section I Coversheet, Assurances, Signature Page	
Homeless System Plan Cover Sheet: 2017-2018	Local Education Agency (LEA) Name:
	Piedmont City School System
LEA Contact for Homeless:	
Name: Alana Norman Homeless Coordinator Pre-k -12	Signature:
LEA Position and Office: Piedmont City Schools Director of Operations Manager: Mike Hayes	Email Address: ehayes@piedmont.k12.al.us anorman@piedmont.k12.al.us
Telephone: 256-447-8831	Fax: 256-447-6486
<input type="checkbox"/>	Check box if LEA receives McKinney--Veto Grant Funds: Funds are available through the determination upon a case--by--case basis through the direction and approval of the PCS Director of Operations.

Assurances		
The LEA will:		
X	<input type="checkbox"/>	The Piedmont City School System will include a Homeless Questionnaire within enrollment packets annually, along with informational teacher surveys annually for identifying students of concerns within the classroom. The Piedmont City School System ensures homeless students a free and appropriate public education as well as opportunities to succeed within their educational experience.
X	<input type="checkbox"/>	The Piedmont City School System ensures there are no barriers set before homeless students upon enrollment/placement, as well as financial barriers will be waived immediately concerning school meals, materials/technology, field trips, graduation, programs/activities, including extracurricular activities under PCS.
X	<input type="checkbox"/>	The Piedmont City School System will implement a strategic plan on a case--by--case basis to empower homeless children/youth, as well as their parent/s creating an awareness of educational knowledge of services through the McKinney--Vento Act, 2001.
X	<input type="checkbox"/>	The Piedmont City School System will conduct a professional development for administrators, office personnel, counselors, teachers, and other staff members annually, concerning Homeless Awareness and the McKinney--Vento Act, 2001.
Name and Title		
Mike Hayes: Superintendent		
Rachel Smith: Federal Programs Director		
Alana Norman: District Homeless Coordinator		
Signature		
Date		

Homeless Advisory Committee

Committee Members

Mike Hayes: Piedmont City School System Superintendent

Rachel Smith: PCS Federal Programs Director

Revonda Pruitt: PCS Special Education Director
PCS Testing Coordinator and PES Asst. Principal

Jerry Snow: PCS Curriculum Technology/Instructional Coordinator

Alana Norman: PCS Homeless Coordinator

Bridget Stewart: Piedmont Elementary Principal

Debra Ledbetter: Piedmont Elementary Counselor

Chris Hanson: Piedmont Middle School Principal

Patricia Clayton: Piedmont Middle School Counselor

Adam Clemons: Piedmont High School Principal

Brandi Todd: Piedmont High School Counselor

Michael Ingram: Community Member

Pam Dempsey: Piedmont City Schools CNP

School Representatives

Piedmont Elementary

Keena Cox

Patti Glover

Piedmont Middle

Jean Steed

Piedmont High School

Stephanie Curvin

Community Agency

Piedmont City Benevolence Center

To facilitate LEA compliance and the Alabama State Department of Education (SDE) review of the plan, LEAs will develop the Comprehensive Homeless District Plan using the template, and state guidelines from McKinney Veto.

LEAs are encouraged to use the Homeless Policy and Procedures Manual when developing and revising the plan for a clear understanding of the requirements for serving Homeless students. The Homeless Policy and Procedures Manual was developed by the Alabama State Department of Education and is available for downloading at www.alex.state.al.us/homeless//

Section III LEA Template

PIEDMONT CITY SCHOOLS COMPREHENSIVE Homeless PLAN 2017-2018

Introduction and Educational Theory and Goals:

The Piedmont City School District understands there is a clear misconception of homeless across our great nation. It is our understanding that homeless does not just consist of single white males, but in reality homelessness affects thousands of families and other individuals each year across our nation. It is simply unacceptable for individuals, children and their families as well as our nation's Veterans to be faced with homelessness in this country, "*President Obama, June 18, 2009.*" Among the thousands homeless, are families in the state of Alabama. With this in mind, the Piedmont City School System's goal is to empower our homeless students and their families through educational mentoring, and by strengthening existing partnerships within our community and surrounding county agencies, as well as making new ones. Fostering and advocating a reassurance that students and family needs are met, and more importantly, being met within in a timely manner. The Piedmont City School District understands the seriousness and importance of reaching out to homeless students, who have the ability to lay hidden and unnoticed among the untrained eye, therefore overlooked. The Piedmont City School District will devote an annual professional development towards "Homeless Awareness," with a goal to create trained, effective, and respectful office personnel, teachers, administrators, as well as other staff members, with procedural strategies and documentation for potential homeless children/youth and their families, as well as all others who have been identified.

The McKinney-Veto Act, 2001 is designed to address the problems that homeless children and youth have faced in enrolling, attending, and succeeding in school. Under this act of law, the Piedmont City School District will ensure that each homeless child and youth have equal access to the same free, appropriate public education, including a public preschool education, as other children and youth. The Piedmont City School District will also ensure that our Homeless children and youth will have access to the educational services and other services that they need to enable them to meet the same state challenges for academic achievement in state standards, to which all students are held. In addition, homeless students may not be separated from the mainstream school environment.

The Piedmont City School System is committed to following guidelines under the "McKinney-Vento Act 2001, which defines "Homeless Children and Youth" as: those who lack in a fixed, regular and adequate nighttime residence, those who have a public or private place, yet not accommodating for human beings, those who are living in cars, parks, hotels, abandoned buildings, and others of similar settings. Homeless children and youth also include, Immigrant and Migrant children, if a situation arises, and unaccompanied youth. The Piedmont City School System will approach and determine each situation on a case by case bases, while advocating in favor of the student's needs and family at all times, in order to meet those needs. The Piedmont City School District will continue to empower identified homeless youth and families, until they reach their own potential to advocate on their own within a stable and adequate living environment, as well as receiving the necessities for health and well-being. ***The Piedmont City School District understands and is in compliance with guidelines concerning Homeless Students entitlement and eligibility for***

the use of Title I funds whether or not they are enrolled in a Title I school.

Purpose and Goals of Program:

The purpose and goal of the Homeless Program is to identify children and their families early on through trained personnel, and collaborate with other entities and agencies in providing proper needs and services within a timely manner. The Piedmont City School District will provide homeless children and youth educational services, referrals to health services, along with referrals to agencies for housing, clothing, and food services.

The Piedmont City School District understands there are no barriers for children who are registering, while declaring a homeless status. Parents and guardians and unaccompanied youth are fully informed of Homeless students who are enrolled in school will have equal opportunities to succeed in school as other enrolled students with no prejudice or barriers. Parents or guardians and unaccompanied youth are fully informed of all rights within the McKinney-Vento Act, which includes transportation to and from school of origin, and are assisted in accessing transportation services if found necessary.

Registration Procedures:

The Piedmont City School System administrators, office personnel such as secretaries and/or bookkeepers, Counselor, as well as Homeless Coordinator have been fully and specifically trained and informed of strategic methods to identify homeless children and/or youth when questions arise through conversation and/or visual cues, without making inappropriate reference that offends an individual's respectful status. It shall be the policy of the Piedmont City Board of Education that all students, without regard to status (e.g., immigrant, homeless, limited English proficient, and/or migrant, etc.) will be provided a free and appropriate public education, including equal and appropriate educational opportunities and support services to enable them to achieve state and local content and achievement standards. No student shall be improperly excluded from participation when enrolling or already enrolled. Therefore the following procedures will followed for homeless students enrolled or enrolling:

- No student shall be denied or discriminated during enrollment as a student or as an enrolled student on the basis of gender, race, color, marital status, maternal status, age, religion, belief, national origin, ethnic group, disability, or other protected status. A lack of birth certificate, lack of school records or transcripts, lack of immunization or health records, lack of proof of residency, lack of transportation, lack of guardianship or custody requirements, and/or lack of a social security number is not required for enrollment or school lunch forms. If a student does not have a social security number an identification number will be assigned to that student. Application forms to obtain a social security number may be distributed to the parent/guardian but the decision to complete them is optional. The school should use procedures within the School Policy Manual to create a student number. Students are not required to show an original birth certificate. Students who are indicate homelessness at registration will have no barriers set before them when registering, "Piedmont City School Board Policy."
- Specifically trained office personnel will use strategic methods, such as: getting the facts through an enrollment questionnaire (Identification strategy: Enrollment Form), when registry information becomes void or the lack of, as well as other personal information is learned through general conversation.
- Parent or guardian may enroll a homeless child or youth with or without proof of residency, birth certificate, social security number, immunization records, while pending receipt or acquisition of immunization documentation.
- An unaccompanied youth may enroll himself/herself at any time throughout the school year.

Trained office personnel within this particular case will call and report to the Homeless Coordinator the youth status, who further assesses the situation and meets with the Federal Programs Director for further reporting, guidance and documentation while meeting the youths' immediate needs. During this process the student will be provided with documents within the language the youth can understand, along with placing the youth within eligible education services.

- Once an enrollment questionnaire is filled out as well as a registration form with as much information parents are able to provide, the office personnel will send an email to the Homeless Coordinator, as well as call for her assistance further.
- Office personnel will assist the parent of the potential homeless student on the day of registration in acquiring proper documents such as: state identification number, free breakfast and lunch services, as well as waiving any and all fees towards equal access to materials used within the assigned grade level, while enrolling the student.
- Parents have the right to waive any assistance for obtaining documentation.

Strategic Plan: Dedicated to Educating the Homeless

- The Homeless Coordinator, and Counselor will assist the parent of the homeless student the day of registering, but no later than the following school day, while obtaining former school records, health records (immunization records), social security number and any other necessary documentation.
- The Homeless Coordinator will then further assist on the day of registration, but no later than the following day exceeding the step before, and document vital information within a McKinney-Vento Student Needs Assessment. Upon the documentation as well as previous documentation and information the Homeless Coordinator will advocate needs to the advisory committee and in a final step to the Director of Operations/Federal Programs Director, who will further assist and guide as to educating and empowering parents with knowledge of the McKinney-Vento Act and establishing if needed the child's/youth natural school of origin. (Written Notification Form, Dispute Resolution Regarding the Enrollment of Homeless Children and Youth). Students experiencing homelessness have the right to attend one of two schools. 1). Local attendance area school or 2) School of Origin. If this arises and awaiting decisions due to disputes are being addressed, the Piedmont City School System will continue with the best interest of the child/youth as top priority during enrollment as well as placement, upon awaiting a decision. Further assistance will be advocated as well through collaboration with community agencies as well as surrounding agencies to assist within the needs of the family as a whole such as, housing, food, health and wellness, and more. Each situation will be handled uniquely on an individual case by case basis, and the Federal Program Director will determine the amount of Title I Set Aside Funds according to each child's/youth outcome and strategic plan developed by the Homeless Coordinator, Advisory Committee, and Director of Operations.
- The Homeless Coordinator will continue weekly contact with the parent/s, while offering assistance as needed, though continuing collaboration with service agencies, while documenting progress as well as making adjustments within areas of need and redirecting services, ensuring needs are met appropriately and effectively. It is important at this time to address each case with a strategic plan and to strive towards prevention through an intervention by empowering parents with knowledge and ending homelessness.
- The Homeless Coordinator will meet with grade level teachers of the homeless student and inform them of the child's/youth status. The teacher will inform the Coordinator of any needs assistance, which have become noticeable within the child's health, clothing, as well as any other necessary needs. The teacher will send data concerning the child's/youth academic progress if the child begins to fail or fall behind. The teacher will send the child's/youth report card each semester. Teacher will document concerns on a system Homeless Awareness

form.

- Throughout each school year, all student registering within the Piedmont City School System will have the opportunity to fill out a Homeless Survey, which will be analyzed by the Homeless Coordinator and trained school staff, therefore indicating students who are homeless.
- Certified teachers will be trained annually as well as fill out an evaluation survey concerning the schools implementation of meeting McKinney-Vento requirements. Teachers will be trained within the annual trainings concerning questionable homeless students within the classroom and strategic methods as to how to address students for more vital information, such as: getting the facts through a questionnaire of general conversation and further indicating the information within documentation forms, (Homeless Needs Assessment). Teachers will fill out the survey and send it to the Homeless Coordinator who will respond within the same day, or the next school day. A meeting will follow the survey once received between the teacher and coordinator. A determination of the student's status of needs will proceed within an advisory meeting, with the teacher as well as the student/parents. Services will be indicated through a final determination from the Federal Programs Director within the same day of the advisory meeting or next school day. While determination of what services are appropriate for each case, a student's immediate needs will be met concerning education, shelter, food and medical needs, while advocating needs to service agencies as well.
- The Piedmont City School Board of Education will make school placement decisions in the best interest of the homeless child or youth. Students will continue in the school of origin for the duration of homelessness. A student may enroll in any public school of non-homeless students, who live in the attendance area, in which the students reside and are actually eligible to attend. If a dispute arises regarding school placement, the school system will immediately enroll the homeless student in the school, in which enrollment sought by the parent, guardian, or unaccompanied youth, pending resolution of the dispute. The PCS will take the necessary steps to resolve the dispute. If the dispute cannot be resolved the homeless liaison, the liaison will assist the complainant in seeking technical assistance from a state legal reference – McKinney-Veto Assistance Act, 2001

Conclusion:

The Piedmont City School District will adhere to state and federal policies and procedures, and continue to have the best interest of homeless students and their families, along advocating and collaborating with other entities and agencies in providing proper needs and services within a timely manner, to ensure proper immediate health and wellness needs are being met, as well as a safe and secure environment, in some cases, while meeting their educational needs. With this in mind, the Piedmont City School System will continue to provide homeless students educational services, and promote knowledge to empower families throughout their service needs, creating prevention strategies within the intervention time frame.

The Piedmont City School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following people have been designated to address inquiries regarding the non-discrimination policies:

Mike Hayes, Title IX Coordinator, 502 Hood Street West, Piedmont, AL 36272, 256-447-8831
Mrs. Debra Ledbetter, 504 Coordinator, 504 Hood Street, Piedmont, AL 36272, 256-447-7483
Mrs. Revonda Pruitt, Title II Coordinator, 504 Hood Street, Piedmont, AL 36272, 256-447-7483

For further information on notice of non-discrimination, visit <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481.

Reference: Legislation, Regulations, and Guidance

McKinney-Vento Homeless Assistance Act of 1987, as amended, Title VII, Subtitle B; 42 U.S.C. 11431-11435

National Center for Homeless Education. <http://center.serve.org/nche/>