

MILFORD SCHOOL DISTRICT
Milford, Delaware 19963
POLICY

5206

PROCEDURES FOR HOMELESS AND FOSTER CARE EDUCATION PROGRAM

The liaison appointed by the Superintendent shall work to identify homeless and foster care children and facilitate each homeless and foster care child's access to and success in school. The primary functions of the liaison shall be to mediate disputes concerning school enrollment, assist in making transportation arrangements, assist in requesting the student's records, provide information and give referrals on services and opportunities, assist any homeless and foster care child who is not in the custody of a parent or guardian with enrollment decisions.

Enrollment:

A homeless and foster care student is deemed to reside, and may enroll and attend school in:

- The attendance area where the child is presently located, or
- The attendance area in which the student attended school previous to becoming homeless and foster care or the school in which the child was last enrolled

Enrollment shall be immediate even if the student lacks records routinely required prior to enrollment. The school shall make arrangements to obtain any necessary records and to have the student receive any necessary immunizations. When feasible the district shall seek immunization through no- or low-cost health care providers. If an expense is incurred, the district shall seek reimbursement through Medicaid if possible.

If a homeless and foster care student becomes permanently housed outside the district during the school year, the student shall no longer be considered homeless and foster care and may only continue enrollment in the district of the remainder of the year.

Enrollment Determination:

In making determinations, the liaison shall consult with the student's parent/guardian or unaccompanied youth, the principals of the schools involved, the director of transportation, and the homeless and foster care liaison for the sending or receiving districts. The liaison shall consider all relevant factors in making the determination including but not limited to:

- The best interests of the homeless and foster care student
- (To the extent feasible) keeping the homeless and foster care student in his/her school or origin
- The wishes of the student and of the student's parent/guardian
- Which school can best meet the student's educational and other needs
- The student's transportation needs related to various selection options

Enrollment Disputes:

If there is an enrollment dispute, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. Enrollment is defined as "attending classes and participating fully in school activities." If the school's decision is to deny enrollment, the parent/guardian will be notified by the school in writing. If the parent/guardian wishes to appeal that decision, he/she will be referred to the district's homeless and foster care liaison who will carry out the dispute resolution process as expeditiously possible.

If the dispute remains unresolved at the district level or is appealed, then the district homeless and foster care liaison shall forward all written documentation and related paperwork to the homeless and foster care liaison at the Delaware Department of Education (DDOE) Ruth Uhey, 302-735-3349. The DDOE's homeless and foster care liaison will review these materials and determine the school selection or enrollment decision.

Once the enrollment decision is made, the school shall immediately enroll the student, pursuant to district policies. If the student does not have immediate access to immunization records, the student shall be admitted under a personal exception. Students and families should be encouraged to obtain current immunization records or immunizations as soon as possible and the school district liaison is directed to assist.

Transportation:

Subsequent to a determination that the student shall attend a school in this district, a request for transportation may be made by the student, or by the student's custodial parent/guardian.

If the student is located in the district, the district shall provide or arrange for the student's transportation to and from school in accordance with district transportation policies. All transportation services shall be comparable to those provided for other students in the district. Multiple modes of transportation will be utilized in the best interest of the student.

If the student is located outside of the district but a determination has been made that the student shall attend school in the district, both this district and the district where the student is located must either agree on a method to apportion cost and responsibility for the student's transportation or share the cost and responsibility equally.

ADOPTED: 1/24/11

REVISED: 6/24/13, 4/15/24