
McKinney- Vento District Plan

2025-2026

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SECTION 1: OVERVIEW/GENERAL INFORMATION:

McKinney-Vento Homeless Assistance Act:

The Education for Homeless Children and Youth (EHCY) program is authorized under Title VII-B of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11431 et seq.) (McKinney-Vento Act). The McKinney-Vento Act was originally authorized in 1987 and most recently re-authorized in December 10th, 2016 by the Every Student Succeeds Act (ESSA). The McKinney-Vento Act is designed to address the challenges that homeless children and youths have faced in enrolling, attending, and succeeding in school.

Under the McKinney-Vento Act, State educational agencies (SEAs) must ensure that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youths. Homeless children and youths must have access to the educational and related services that they need to enable them to meet the same challenging State academic standards to which all students are held. In addition, homeless students may not be separated from the mainstream school environment. SEAs and local educational agencies (LEAs) are required to review and undertake steps to revise laws, regulations, practices, or policies that may act as barriers to the identification, enrollment, attendance, or success in school of homeless children and youths.

Definition of Homeless (McKinney-Vento Act Sec. 725(2); 42 U.S.C 11435(2)):

Children who lack a fixed, regular, and adequate nighttime residence:

- ✓ "Double up" - Sharing the housing of others due to the loss of housing, economic hardship, or similar reasons.
- ✓ Living in motels, hotels, trailer parks, camping grounds, due to lack of adequate alternative accommodations.
- ✓ Living in emergency or transitional shelters.
- ✓ Living in a public or private place not designed for humans to live.
- ✓ Migratory children living in above circumstances.
- ✓ Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, or similar settings.
- ✓ Unaccompanied Youth - Children or youth who meets the definition of homeless and not in the physical custody of a parent or guardian.

Residency and Educational Rights:

Students who are in temporary, inadequate and homeless living situations have the following rights in Zionsville Community Schools (ZCS):

- ✓ Immediate enrollment in the school they last attended or the school in whose attendance area they are currently staying even if they do not have all of the documents normally required at the time of enrollment.
- ✓ Access to free meals and curricular materials, Title I and other educational programs and other comparable services including transportation.
- ✓ Attendance in the same classes and activities that students in other living situations also participate in without fear of being separated or treated differently due to their housing situations.

Procedures for the Dissemination of Educational Rights:

All schools within the Zionsville Community Schools shall ensure that public notice of the educational rights of students and families in homeless situations is disseminated where children and youth receive services under the McKinney-Vento Act. Posters in both English and Spanish will be posted in all school buildings and shared with local community partners such as places of worship, food pantries, and other community-serving organizations for posting.

SECTION 2: IDENTIFICATION AND ELIGIBILITY

Title 1 Services and Funding:

In Zionsville Community Schools, all children and youth who qualify for McKinney-Vento services are automatically eligible for Title I, Part A services, whether or not they attend a Title I, Part A school or meet the academic standards required of other students for eligibility (Title I of the Elementary and Secondary Education Act, Sec. 1115(b)(2)(E); 20 U.S.C. 6315(b)(2)(E)). This automatic eligibility acknowledges that the experience of homelessness puts children and youth at significant risk of academic failure, regardless of their previous academic standing. Additionally, all Zionsville Community Schools children and youth who qualify for McKinney-Vento services who are doing well academically are entitled to receive additional non-instructional education related support services needed to succeed in school.

School Selection:

Zionsville Community Schools will keep students in homeless situations in their school of origin defined as the school attended when permanently housed or the school in which they were last enrolled, unless it is against the parent or guardian's wishes or unless it is determined to be in the student's best educational interest. Students and youth who qualify for McKinney-Vento Services are eligible to remain in their school of origin for the entire duration in which they are homeless and until the end of any academic year in which they move into permanent housing. Students and youth who qualify for McKinney-Vento Services may also choose to enroll in any public school that students living in the same attendance area are eligible to attend.

Procedures to Identify and Verify Eligibility of McKinney-Vento Students:

Every current, returning, and new student in the Zionsville Community Schools must complete online enrollment via the district's School Management System. Following the 2018-2019 school year, this form was added to the online enrollment system. The Zionsville Community Schools McKinney-Vento Residency Questionnaire and Form will be utilized to determine if the student is facing a homeless situation. Follow-up contact to verify the information provided on the Zionsville Community Schools McKinney-Vento Residency Questionnaire and Form will be conducted by either the district or a building level McKinney-Vento liaison.

SECTION 3: SERVICES AND STANDARDS

Transportation:

Each ZCS child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected including transportation services.

Zionsville Community Schools may provide students and youth who qualify for McKinney-Vento Services with transportation to and from their school of origin, at a parent or guardian's request. For unaccompanied youth, Zionsville Community Schools may provide transportation to and from the school of origin at the request of the District McKinney-Vento Liaison. If the student's temporary residence and the school of origin are in the same district, Zionsville Community Schools may provide and/or arrange transportation to and from school. If the student is living outside of the Zionsville Community Schools may assume the responsibility and cost of providing transportation to and from school.

Students and youth who qualify for McKinney-Vento Services are eligible to receive these transportation services for the entire duration in which they are homeless.

****" School of Origin" is defined as the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.****

Food Services:

Each ZCS child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected including school nutrition programs. Students and youth who qualify for McKinney-Vento Services are eligible to receive free breakfast and lunch as offered by each school for the entire duration in which they are homeless.

Textbooks and Technology:

Each ZCS child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected including access to instructional materials, assessments, and technology.

Academic Services & Standards:

Each ZCS child or youth facing a McKinney-Vento situation shall be provided services comparable to services offered to other students in the school selected including educational services for which the child or youth meet the eligibility criteria (Title I services, pre- school, educational programs for children with disabilities or for students with limited English proficiency), programs in vocational and technical education, and programs for gifted and talented students as available.

SECTION 4: ENROLLMENT

Enrollment Procedures:

Any child or youth who claims to be homeless will be immediately enrolled in Zionsville Community Schools even if they do not have required documents such as:

- ✓ school records
- ✓ medical records
- ✓ proof of residency
- ✓ guardianship papers or other documents.

Enrolling schools must obtain school records from the previous school, and students must be enrolled in school while records are obtained.

The McKinney-Vento District Liaison will assist unaccompanied youth in choosing and enrolling in a school after considering the youth's wishes, informing the youth of their rights to transportation and assisting the youth in accessing transportation, and informing the youth of their right to appeal school or school district decisions. The McKinney-Vento District Liaison must ensure that unaccompanied youth are immediately enrolled in school pending resolution of disputes that may arise over school enrollment or placement.

Unaccompanied youth have the right to:

- Remain in their school of origin
- Transportation to and from the school of origin
- Immediately enroll in a new school serving the area in which they are currently living even if they don't have typically required documents (e.g., proof of guardianship)
- Equal access to programs and services such as gifted and talented education, special education, vocational education, and English Language Learner services.

Zionsville Community Schools shall remove any /all barriers to the enrollment and retention of children and youth in homeless situations. Students in homeless situations shall be free from segregation, isolation, and stigmatization.

****The term "enroll" is defined as attending classes and participating fully in school activities. ****

****" School of Origin" is defined as the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled. ****

Appeal and Dispute Processes:

If a dispute arises over school selection or enrollment in a school, the child or youth shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute. The child, youth parent, or guardian shall be referred to the McKinney-Vento District Level Team, who shall carry out the dispute resolution process as expeditiously as possible in accordance with the enrollment disputes section of the McKinney-Vento Act as follows.

- Work with the McKinney-Vento District and Building Level Liaisons to ensure that enrollment disputes are mediated in accordance with the enrollment disputes section of the McKinney-Vento Act as follows:
 - 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
- III. the child, youth, parent, or guardian shall be referred to the McKinney-Vento District Level Team, who shall carry out the Dispute resolution process as expeditiously as possible after receiving notice of the dispute; and
- IV. in the case of an unaccompanied youth, the McKinney-Vento District Liaison shall ensure that the youth is immediately enrolled in school pending resolution of the dispute.

****The McKinney-Vento District Level Team consists of McKinney-Vento District Liaison, Building Level Liaisons, Assistant Superintendent, Transportation Manager****

If a dispute arises over qualification for McKinney-Vento services, the child or youth shall receive all McKinney-Vento rights and services provided by Zionsville Community Schools, pending resolution of the dispute. The child, youth parent, or guardian shall be referred to the McKinney-Vento District Level Team, who shall carry out the dispute resolution process as expeditiously as possible in accordance with the McKinney-Vento Act as follows.

- Work with the McKinney-Vento District and Building Level Liaisons to ensure that enrollment disputes are mediated in accordance with the enrollment disputes section of the McKinney-Vento Act as follows:
 - V. the child or youth shall receive all McKinney-Vento rights and services, pending resolution of the dispute.
 - VI. 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 (Appendix B)
 - VII. the child, youth, parent, or guardian shall be referred to the McKinney-Vento District Level Team, who shall carry out the Dispute resolution process as expeditiously as possible after receiving notice of the dispute; and
 - VIII. in the case of an unaccompanied youth, the McKinney-Vento District Liaison shall ensure that the youth receives all McKinney-Vento rights and services pending resolution of the dispute.

SECTION 5: PROFESSIONAL DEVELOPMENT

McKinney-Vento Professional Development Opportunities:

Professional development for the McKinney-Vento Homeless Assistance Act will be provided to all staff members of Zionsville Community Schools via the following ways:

- Electronic Employee Checklist with Required Professional Development
- Quarterly McKinney-Vento District Level Team Meetings (as a part of the Dynamic Student Support Team)
- School Board safety presentation annually

District Website:

The Zionsville Community Schools Website will include a page that will be used to communicate McKinney-Vento information with students, parents, staff, and community members. Information on the Zionsville Community Schools' Website will include:

- Contact information for the McKinney-Vento District Liaison
- Contact information for the McKinney-Vento Building Level Liaisons
- Notice of Rights for McKinney-Vento Families
- Dispute Resolution Documents, upon request
- Link to McKinney-Vento Resources

SECTION 6: EDUCATIONAL STAFFING AND SUPPORT

McKinney-Vento District Liaison's Roles and Responsibilities:

The Program Director of Student Services for Zionsville Community Schools serves as the District McKinney-Vento Liaison and will:

- Ensure that procedures are established and followed across the school district and provide each child or youth who qualifies for McKinney-Vento Services with a free and appropriate education.
- Work collaboratively with transportation and food services personnel to coordinate appropriate services for any child or youth who qualifies for McKinney-Vento Services.
- Disseminate critical information concerning the rights of students in homeless situations to all schools.
- Post information regarding the availability of school programs and services for students facing homeless situations in community locations such as local shelters, local hotels, the local post office building, city hall, local library, and local food banks.
- Maintain a McKinney-Vento District Liaison Log to document the McKinney-Vento process for each child and youth who qualifies for McKinney-Vento services.
- Plan and facilitate professional development regarding the McKinney-Vento Homeless Assistance Act to all staff responsible for identifying and working with students facing homeless situations.
- Work with building level staff and administration to facilitate success of the McKinney-Vento program and each student facing a homeless situation.
- Meet with community agencies and volunteers to share resources and information and to evaluate impact of services.
- Monitor all district data collection and reporting requirements on each child and youth who qualifies for McKinney-Vento services.
- Attend state level professional development opportunities.

McKinney-Vento District Liaison:

- Name: Maggie Ioannacci
- Email: mioannacci@zcs.k12.in.us
- Phone: (317) 873-2858 x11267

McKinney-Vento Building Level Liaison's Roles and Responsibilities:

Each school in Zionsville Community Schools will identify one staff member (registrar, counselor, administrator, etc.) who will serve as a representation on the McKinney-Vento District Level Team and will:

- Identify students that may be facing homeless situations.
- Monitor school attendance.
- Facilitate training at the building level.
- Ensure that building level procedures are established and followed to provide each child

- and youth who qualifies for McKinney-Vento services with a free and appropriate education.
- Post public notice of the educational rights of students in homeless situations at the school.
- Make sure parents feel welcome and set the tone for further parental involvement.
- Establish a trusting relationship with students and parents.

Building Level McKinney-Vento Liaisons for each school are as follows:

School: Zionsville Community High School

Address: 1000 Mulberry Street, Zionsville, IN 46077

Liaison Name: Molly Pennell

Email: mpennell@zcs.k12.in.us

School: Zionsville West Middle School

Address: 5565 S 700 E, Whitestown, IN 46075

Liaison Name: Amy Pilcher

Email: apilcher@zcs.k12.in.us

School: Zionsville Middle School

Address: 900 N Ford Road, Zionsville, IN 46077

Liaison Name: Susan DeHart

Email: sdehart@zcs.k12.in.us

School: Union Elementary School

Address: 11750 E 300 S, Zionsville, IN 46077

Liaison Name: Marissa Garoufalis

Email: mgaroufalis@zcs.k12.in.us

School: Stonegate Elementary

Address: 7312 W Stonegate Drive, Zionsville, IN 46077

Liaison Name: Kayla Camp

Email: kcamp@zcs.k12.in.us

School: Pleasant View Elementary

Address: 4700 S 975 E, Zionsville, IN 46077

Liaison Name: Marissa Garoufalis

Email: mgaroufalis@zcs.k12.in.us

School: Eagle Elementary

Address: 350 N 6th St, Zionsville, IN 46077

Liaison Name: Marissa Garoufalis

Email: mgaroufalis@zcs.k12.in.us

School: Boone Meadow Elementary

Address: 5555 S Main St, Whitestown, IN 46075

Liaison Name: Kayla Camp

Email: kcamp@zcs.k12.in.us

School: Trailside Elementary

Address: 4200 S 875 E, Zionsville, IN 46077

Liaison Name: Kayla Camp

Email: kcamp@zcs.k12.in.us

Appendix A: Notice of Dispute Resolution Procedure Enrollment of Homeless or Unaccompanied Youth Zionsville Community Schools

These are the School District' procedures for receiving and resolving disputes pertaining to transition of children and youth experiencing homelessness as identified under the McKinney-Vento Homeless Assistance Act of 2001. The School District McKinney-Vento Liaison, Maggie Ioannacci can be reached at 317-873-2858.

The McKinney-Vento Liaison oversees the School District' identification of homeless or unaccompanied youth, informs the parents/guardians of homeless youth and unaccompanied youth of their rights, assists in locating services for the youth, and coordinates resolution of disputes regarding enrollment.

How to Present a Dispute

If a dispute arises over school selection or enrollment, the McKinney-Vento Liaison needs to be advised of the dispute the same day that it occurs. The parent/guardian **may** advise the Liaison of the dispute. The School District representatives involved in enrolling the student **must** advise the Liaison of the dispute.

The McKinney-Vento Liaison will:

- Provide a copy of this procedure to the parent/guardian or unaccompanied youth;
- Assure that the child or youth is immediately enrolled (granted the opportunity fully to participate in school activities) or granted continued enrollment in the school in which he/she is seeking enrollment pending resolution of the dispute;
- Assist the parent/guardian in completing the Request for Dispute Resolution form;
- Inform the parent/guardian of the right to submit written or oral information to support a Request for Dispute Resolution;
- Assist the School District enrolling officials in completing the Response form;
- Gather other relevant information from both parties;
- Submit to the School District Assistant Superintendent a report recommending resolution of the dispute, the basis for the recommendation, and provide copies to the parent/guardian; and
- Additionally, in the event of an inter-district dispute, the McKinney-Vento Liaison will represent School District in the resolution of the dispute by the Indiana Department of Education.

The Assistant Superintendent will:

- Review the Report of the McKinney-Vento Liaison;
- Gather any additional information that will assist in resolving the dispute; and
- Provide to the parent/guardian, the McKinney-Vento Liaison, and the School District enrolling officials a report of the final resolution.

How to Appeal the School District' Final Decision

If the parent/guardian is not satisfied with the RCS final resolution, the parent/guardian may challenge the decision by contacting the McKinney-Vento Education Coordinator at the Indiana Department of Education. The Coordinator can answer questions regarding the rights of a youth under the McKinney-Vento Act and will consider appeals of a school's final decision on an enrollment dispute involving a homeless or unaccompanied youth. The contact information for the McKinney-Vento Coordinator is listed below.

Charie Gibson
McKinneyVentoPOC@doe.in.gov

Appendix B
McKinney-Vento Dispute Form

District Liaison Name and Contact Information: Maggie Ioannacci, mioannacci@zcs.k12.in.us, 317-873-2858

Indiana Department of Education McKinney-Vento Coordinator:
Charie Gibson, McKinneyVentoPOC@doe.in.gov, 317-232-0957

Student Name: _____

Person Completing form and relationship to the student: _____

Contact Information: (address, phone, email): _____

I am disputing the District's written decision because: (give detailed information): _____

Parent/Guardian or unaccompanied youth's signature: _____

Date: _____

.....

For School Use

Date McKinney-Vento Dispute Form was received by the District Homeless Liaison: _____

Note: The district's written response and explanation of the decision regarding any dispute of a parent, guardian, or other person having legal and actual charge or control of a homeless child or youth or an unaccompanied homeless youth must be given within thirty (30) calendar days of the time such complaint or dispute is brought.

Sincerely,

Maggie Ioannacci
McKinney-Vento District Liaison

