LONGWOOD CENTRAL SCHOOLS
35 YAPHANK-MIDDLE ISLAND ROAD · MIDDLE ISLAND, NEW YORK 11953-2373

LANCE LOHMAN, Ed.D.
Superintendent of Schools
631-345-2172 ~ Fax 631-345-2166

JANET M. BRYAN
Assistant Superintendent for District Operations
631-345-2782 ~ Fax 631-345-2994

ROBERT HAGAN, Ed.D.
Assistant Superintendent for Human Resources
631-345-5896 ~ Fax 631-345-2178

VAUGHN DENTON, Ed.D.
Assistant Superintendent for Pupil Personnel & Community Svcs.
631-345-2793 ~ Fax 631-345-2848

JAMES CRENSHAW
Assistant Superintendent for Instruction & Learning
631-345-2791 ~ Fax 631-345-2166

Review of McKinney-Vento and Foster Care Revenues and Expenditures

Issue 1: We noted 1 of the students selected for foster revenue testing had been adopted in a prior year; however, this was not indicated in the listing provided by the District.

Management's Response**: The District agrees that changes in student housing situations reflected in PowerSchool. The district designated a Point of Contact (POC) for Foster Care in the 2019-2020 school year. The Point of Contact (POC) responsibilities include coordinating with the Local Department of Social Services (LDSS) and making timely best interest determinations, documenting the decision, and notifying necessary school district personnel; coordinating transportation agreements; and monitoring that children in foster care are enrolled in and regularly attending school. As noted by the auditors, the District has since updated the status of the student. **Implementation Date: September 1, 2021

Issue 2: There are 4 homeless students whose registration form was not dated. As such, we were unable to determine if the students were enrolled within 1 day of the parents' request (i.e., after registering at the District). In addition, we noted 8 instances in which the District was unable to provide support indicating timely arrangement of transportation for those homeless students selected.

Management's Response**: The District agrees that students should be enrolled immediately and transportation be arranged in a timely manner. All information is now electronically dated by our online registration system when the registration application is submitted to the district by each user. **Implementation Date: September 1, 2021

Issue 3: There is 1 homeless student with a District of Origin (DOO) other than the Longwood whose file did not contain education records from the School of Origin (SOO) nor any other documentation used to place the student.

Management's Response**:: The District agrees that proper documentation* is *needed to place students. The student was placed after a conversation with the parent regarding grade level and her own documentation from the school. School of Origin (SOO) failed to respond to multiple requests for education records. District had no choice legally but to place the student in school. The district will request records from the School of Origin (SOO). **Implementation Date: September 1, 2021

Issue 4: We noted the District does not maintain documented Individual Transportation Plans (ITPs).

Management's Response**: District transportation is automatically set up when foster families register (pre-existing bus stop), no special transportation request is needed unless there is no district bus stop for that student. If no district bus stop, we then coordinate with the LDSS to initiate an appropriate solution. As noted by the auditors, we have developed a local transportation agreement with the LDSS. Individual Transportation Plans (ITPs) will be developed as documentation for each student.* ***Implementation Date: September 1, 2021

Issue 5: We noted the District does not consistently maintain best interest determination documentation. We noted 20 students out of the 23 foster students (12 revenue selections and 11 expenditure selections) for whom the District did not maintain or obtain such documentation.

Management's Response**: Since the designation of the POC in 19-20, we have maintained all of the best interest determination documentation for all foster care students received from the Local Department of Social Services (LDSS). The district will maintain all best interest determination documentation for foster care students.* ***Implementation Date: September 1, 2021

Issue 6: We noted the District does not formally document the procedures performed when the District is informed of a student entering foster care (e.g., transportation arranged, appropriate District personnel notified, best-interest determination completed, etc.).

Management's Response**: The District agrees that the procedures should be formalized. The template from NYSED will be utilized as formal documentation for every foster student.* ***Implementation Date: September 1, 2021

Issue 7: We noted the District did not receive McKinney-Vento grant funding during the period under review (2019-2022 grant period). However, we noted the District did receive McKinney-Vento grant funding under the 2016-2019 grant period.

Management's Response**: We are aware of the McKinney-Vento grant and had secured it previously within our district. We applied for the 2019-2022 period and were not awarded the grant. We will apply again when the next three-year funding period becomes available.* ***Anticipated Date: April 1, 2022

<u>Issue 8</u>: There are 2 homeless students for whom the District received an invoice for the cost of education; however, the supporting documentation did not include the System to Track and Account for Children (STAC) 202 form.

<u>Management's R</u>*<u>esponse:</u> The District agrees that adequate documentation be provided to substantiate a student's housing situation. The STAC 202 form from the other district was never received for the 16-17 school year. We reached out to the district upon the auditors request but they could not locate the form. There is no requirement by NYS for districts to supply a STAC or to notify the district being billed. We will continue to request documentation from every district when billed.* ***Implementation Date: September 1, 2021***