

# McKINNEY-VENTO HOMELESS ASSISTANCE ACT



## FAMILY HANDBOOK

## The McKinney Vento Act: The Basics

If you lost your housing and now live in a shelter, motel, vehicle, campground, or temporary trailer; on the street; doubled-up with family or friends; or in another type of temporary or inadequate housing, your child might be able to receive help through a federal law called the McKinney-Vento Act.

### **Under the McKinney-Vento Act, children in homeless situations might have the right to:**

- ✓ Go to school, no matter where they live or how long they have lived there.
- ✓ Attend either the local school or the school of origin, if this is in their best interest. The school of origin is the school the child attended when he/she was permanently housed or the school in which the child was last enrolled.
- ✓ Receive transportation to and from the school of origin.
- ✓ Enroll in school immediately, even if missing records and documents normally required for enrollment such as a birth certificate, proof of residence, previous school records, or immunization/medical records.
- ✓ Enroll, attend classes, and participate fully in all school activities while the school gathers records.
- ✓ Have access to the same programs and services that are available to all other students, including transportation and supplemental educational services.
- ✓ Attend school with children not experiencing homelessness. A school cannot segregate a student because he or she is homeless.



### **Who do you contact if you have questions about the McKinney-Vento Act?**

You may talk to your school principal, guidance counselor or you may contact the Oxford Community Schools Homeless Liaison:

Denise Sweat, Assistant Superintendent of Student Services  
Oxford School Administration Building  
10 N. Washington Street  
Oxford, MI 48371  
Phone: 248-969-5015  
Fax: 248-969-5016



## Questions to help you understand your housing situation:

### Fixed

"A fixed residence is one that is stationary, permanent, and not subject to change."

YES NO

- Is this a permanent arrangement or just temporary?
- Are you looking for another place to live?
- Do you plan to move out soon?
- Why are you staying in your current place?
- Where were you living right before this place? Why did you leave?
- Where would you go if you couldn't stay where you are?
- Are you staying with friends/relatives just for a little while?
- Did you and your friends/relatives decide to move in together and share a home and expenses for the long term? Or is this a temporary situation for you?
- Could your friends/relatives ask you to leave if they wanted to?
- Are you all sharing the home equally, or are you more like guests in the home?

### Regular

"A regular residence is one that is used on a regular [i.e., nightly] basis."

YES NO

- Do you stay in the same place every night?
- Do you have a key to the place where you are living?
- Do you move around a lot?
- How long have you been at that place? How long do you plan to stay?
- How long did you live in your last place?

### Adequate

"An adequate residence is one that is sufficient for meeting both the physical and psychological needs typically met in home environments."

YES NO

- How many people are living in the home? How many bedrooms/bathrooms does it have?
- Are you and your children sharing a room? How many people are staying in one room?
- Are you and your children sleeping in a bedroom, or in a public area, like a dining room?
- Does the home have heat/electricity/running water?
- What condition is the home in? Does it keep out rain and wind? Is it safe? Is it warm and dry?
- Can you come and go as you please?

EXCERPTED FROM THE BRIEF - "Determining Eligibility for Rights and Services under the McKinney-Vento Act" by the National Center for Homeless Education (NCHÉ, 2012)



# Oakland County Community Resources

## **Shelter Resources**

Lighthouse Emergency Services-  
*Housing assistance*  
www.lighthouseoakland.org  
248-920-6100

South Oakland Shelter-  
*Temporary shelter*  
www.southoaklandshelter.org  
248-546-6566

Salvation Army-  
*Housing & utility assistance, referrals, rent assistance*  
www.salvationarmy.org  
248-334-2407

New Bethel Baptist Outreach -  
*Temporary shelter*  
248-333-7010

Oakland County Community Home Improvement Services-  
*Counseling and advice*  
www.oakgove.com/chi  
248-858-5402

Grace Centers of Hope-  
*Homeless shelter and rehab*  
www.gracecentersofhope.org  
248-334-2187

## **Health Resources**

Oakland County Health Division-  
www.oakgov.com/health  
*Immunizations/Flu*

248-858-1305 Pontiac  
248-424-7046 Southfield  
248-926-3361 Walled Lake  
800-434-3358 FLU HOTLINE

*Substance Abuse-uninsured & Medicaid*  
248-858-0001

WIC (Women, Infants & Children Supplemental Food Program)  
248-858-1272 or 888-350-0900, ext. 81272

Nurse on Call –  
*Information & referrals*  
800-848-5533

Drug Discount Card Program-  
*Savings on drugs purchased at local pharmacies*  
www.caremark.com/naco  
1-877-321-2652

Gary Burnstein Community Health Clinic-  
*Free health care for uninsured adults*  
www.garyburnsteinclinic.org  
248-758-1690

Mercy Place-  
*Health clinic for uninsured adults*  
248-333-0840

POH Children's Clinic-  
*Free health care for children birth to 18*  
248-334-0024

Tri-County Dental Health Council-  
*Low income/uninsured dental care*  
www.dentalhealthcouncil.org  
248-559-7767

## **Food Resources**

Oakland Livingston Human Service Agency-  
*Emergency food assistance*  
www.olhsa.org  
800-482-9250

Lighthouse Emergency Services-  
*3 day supply of emergency food*  
www.lighthouseoakland.org  
248-920-6100

Open Door Outreach Center-  
*Emergency services for food*  
www.opendooroutreachcenter.com  
248-360-2930

Open Hands Emergency Food-  
*Emergency food pantry and referrals*  
open\_hands@sbcglobal.net  
248-546-1255

Focus: HOPE-  
*Free monthly food to pregnant women, mothers & children not on WIC*  
www.focushope.edu  
313-494-4600

## **Mental Health Resources**

Common Ground-  
*Crisis hotline, counseling*  
www.commongroundhelps.org  
800-231-1127

Catholic Social Services-  
*Family, marital & substance abuse counseling*  
www.cssoc.org  
248-548-4044

Community Mental Health-  
*Mental health services for adults and children*  
www.occmha.org  
800-341-2003

HAVEN Crisis Center-  
*Crisis support*  
www.haven-oakland.org  
248-334-1274

Oakland Family Services-  
*Treatment for children & adults*  
www.oaklandfamilyservices.org  
248-858-0750 (Pontiac)

## **Oakland County ISD Contact:**

**Sara Orris,**  
**Homeless Student Education Facilitator**  
Oakland ISD  
2214 Mall Drive East  
Waterford, MI 48328-2748  
**Phone: 248-209-2414**  
**Fax: 248-209-2466**  
**Email: sara.orris@oakland.k12.mi.us**

## **Other Useful Websites:**

National Center for Homeless Education:  
Website: www.serve.org/nche  
Email: homeless@serve.org  
Toll-Free Helpline: 800-308-2145

National Law Center on Homelessness & Poverty  
Website: www.nlchp.org  
Email: info@nlchp.org  
Phone: 202-638-2535

## **Employment Resources**

Oakland County Human Resources-  
*Job postings for county positions*  
www.oakgov.com/jobs  
248-858-0530

Oakland County Veterans' Services-  
www.oakgov.com/veterans  
248-858-0785

Oakland County One Stop Workforce Development  
Services-  
*Job training and employment services*  
www.oakgov.com/workforcedev  
800-285-9675

State of Michigan MichiganWorks-  
*Training and employment services*  
https://michiganworks.org  
517-371-1100

Unemployment Insurance Association  
www.michigan.gov/uia  
866-500-0017





## **McKinney Vento Homeless Assistance Act Protocol for Dispute Resolution**

The McKinney-Vento Homeless Assistance Act acknowledges that disputes may arise between the school district and homeless students and their parents/guardians. Oxford Community Schools in conjunction with the Michigan Department of Education, Homeless Education Office, has adopted the following complaint resolution process. Oxford Community Schools utilizes a problem solving approach and wants to resolve your concerns in an expedient manner.

**Step One - Oxford Schools Homeless Liaison.** If you have a question or concern regarding services your child is receiving under the McKinney Vento Act, your first step is to contact the Oxford Schools Homeless Liaison. The liaison will work to resolve your questions or concerns. If the complaint is not resolved, you will be advised to present the complaint in writing to the district homeless liaison. You will receive a written resolution of the complaint within five (5) days of the date of receipt of the written complaint.

**Step Two – Oxford Schools Superintendent.** If your complaint has not been resolved by the district liaison, you may schedule a conference with the Superintendent to discuss unresolved issues. After your conference with the Superintendent, you will be provided with a written resolution within five (5) days of the conference.

**Step Three – Oxford Schools Board of Education.** The last level of contact with the district is the Board of Education. Please notify the Superintendent’s office that you plan to appeal directly to the Board. An agenda item entitled “Public Participation” will allow you to give a five minute presentation to the Board.

If you are not satisfied with the decision of the Oxford Community Schools Board of Education decision, you may appeal their decision to the Michigan Department of Education. The state appeal process is detailed on the next page.

## **Michigan Department of Education Protocol for Dispute Resolution**

If you have a complaint under the McKinney-Vento Homeless Assistance Act which has not been resolved in a satisfactory manner at the local school district level, the complaint may be directed to the MDE. Complaints made under this process must be made in writing and signed by the complainant. The following steps are to be taken:

- Address the complaint to the Michigan Department of Education, State Homeless Coordinator, P.O. Box 30008, Lansing, MI 48909.
- Include in the complaint:
  - A description of the situation that prompted the complaint.
  - The name(s) and age(s) of the child or children involved.
  - The name(s) of the involved school district personnel and the school district or districts involved.
  - A description of the attempts that were made to solve the issue at the local level including copies of any documentation used up to that point.
- The State Homeless Coordinator will gather needed information from statements of the parties involved and will forward the information to the director of the Office of School Improvement along with a recommendation for resolution or for further investigation.
- Within thirty (30) days after receiving a complaint, the Director of the Office of School Improvement will recommend a resolution and will inform interested parties in writing of the decision.
- If the complainant or one of the parties involved in the complaint disagrees with the decision, that party may, within ten (10) working days, appeal to the Deputy Superintendent. This appeal must be in writing and state why the party disagrees with the decision of the Director of the Office of School Improvement.
- Within thirty (30) days after receiving an appeal, the Deputy Superintendent will render a final administrative decision and notify the complainant and the school district(s) involved in writing.

If the party disagrees with the decision of the Deputy Superintendent in a matter concerning homeless children or youth, the party may request a review of the decision by the United States Secretary of Education in accordance with 34 CRF Part 299.11

While the dispute is being resolved, the child or children in question must be enrolled in school. If the dispute is concerning the school of “best interest”, the child must be enrolled in the school preferred by the parent/guardian or unaccompanied youth unless previous arrangements have been implemented.