



Homeless Children and Youth: DATA COLLECTION UPDATES

Office of Continuous Improvement
Division of School and Program Improvement

Topics

- ▶ Definition and Identification of Students Experiencing Homelessness
- ▶ Homeless Data Entry – **NEW** process
 - Primary Nighttime Residence
 - Unaccompanied Youth
 - Student Records Transfer
- ▶ Student Summary Report
- ▶ State Published Ad-hoc Reports
- ▶ QA Homeless Report
- ▶ Monitoring your Homeless Education Program
- ▶ Timeline and Data Uses





Homeless Education Eligibility

This section outlines guidance for determining which students are eligible to receive homeless education services.

Definition and Identification of Homelessness

- ▶ Children and youth who lack a **fixed, regular, and adequate** nighttime residence
 - Sharing housing **due to loss of housing, economic hardship, or a similar reason**
 - Living in motels, hotels, trailer parks, or camping grounds **due to lack of alternative adequate accommodations**
 - Living in emergency or transitional shelters
 - Abandoned in hospitals



Definition and Identification of Homelessness *continued*

- ▶ Children and youth who
 - have a primary nighttime residence that is **in a public place** not designed as a regular sleeping accommodation
 - Are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus/train stations or similar settings
 - Migratory children who qualify as homeless because of their primary nighttime residence



Consider the Following

- ▶ Why did the family move in together? Was it for mutual benefit or due to a crisis or other precipitating event?
- ▶ Is there a plan for the household to remain intact over a long term, or is it a short-term situation?
- ▶ Where would the family be if they were not able to stay where they are? In a clearly homeless situation or in another apartment or house?
- ▶ Does everyone have a bed to sleep in? Is the plumbing and electric service safe? Is the housing otherwise adequate?
- ▶ Is the family being added to the lease, or have they signed a lease?
- ▶ Does the homeowner or renter have a legal right to force the family to leave without cause if they choose to do so?



Homeless Education Eligibility

▶ Determining eligibility can be challenging and is unique to each case. Use the following information and flowcharts to help with the determination.

- [Ch. 4 – Homeless Liaison Toolkit](#)
- [NCHE Eligibility Determination Flowchart](#)
- [Unaccompanied Youth Eligibility Flowchart – Homeless Liaison Toolkit](#)
- [Determining Eligibility for MV Rights & Services](#)
- [Confirming Eligibility for McKinney-Vento Rights and Services](#)





Data Entry Section

This section details data entry of homeless elements within Infinite Campus.

Homeless Data Entry – New Process

- ▶ Beginning with the 2019-20 SY, Homeless fields are **no longer located on the Enrollment tab.**
- ▶ The new path: Student Information / Program Participation / Homeless



- ▼ Program Participation
 - English Learners (EL)
 - Foster Care
 - ▶ Gifted & Talented
 - Homeless**
 - Migrant
 - Programs
 - Custom Programs



Creating a Homeless Record

▶ Path: Student Information /
Program Participation / Homeless

- Select *New*
- Select *Primary Nighttime Residence* indicator from drop list
- Select *Unaccompanied Youth* from drop list
 - ✓ Yes or No
- Enter Start Date
 - ✓ date the student was determined eligible for homeless services within the academic year
- End Date auto-populates to 6/30 of the reporting year
 - ✓ **Do not change the end date populated**
- Select *Save*

The screenshot shows the top portion of a software interface. At the top, the word "Homeless" is displayed in a grey header. Below this is a toolbar with four green icons: a plus sign for "New", a floppy disk for "Save", a trash can for "Delete", and a printer for "Print Summary Report". Below the toolbar is a "Homeless Editor" section with five tabs: "Primary Night Time Residence", "Unaccompanied Youth", "Start Date", "End Date", and "District". The "Primary Night Time Residence" tab is currently selected.

The screenshot shows a "Homeless Detail" form. It contains four main input fields arranged in a 2x2 grid. The top-left field is a dropdown menu labeled "*Primary Night Time Residence". The top-right field is a dropdown menu labeled "*Unaccompanied Youth". The bottom-left field is a date picker labeled "*Start Date". The bottom-right field is a date picker labeled "*End Date". Below these fields is a section titled "District Defined Elements".

Primary Nighttime Residence

- ▶ Select the Primary Nighttime Residence of the student at the time student is determined eligible
 - **S: Shelters and Transitional Housing**
 - **D: Doubled Up**
 - **U: Unsheltered (inadequate housing)**
 - **HM: Hotels/Motels**
- If student's primary nighttime residence changes, a new record does not need to be created nor does the primary nighttime residence need to be updated.



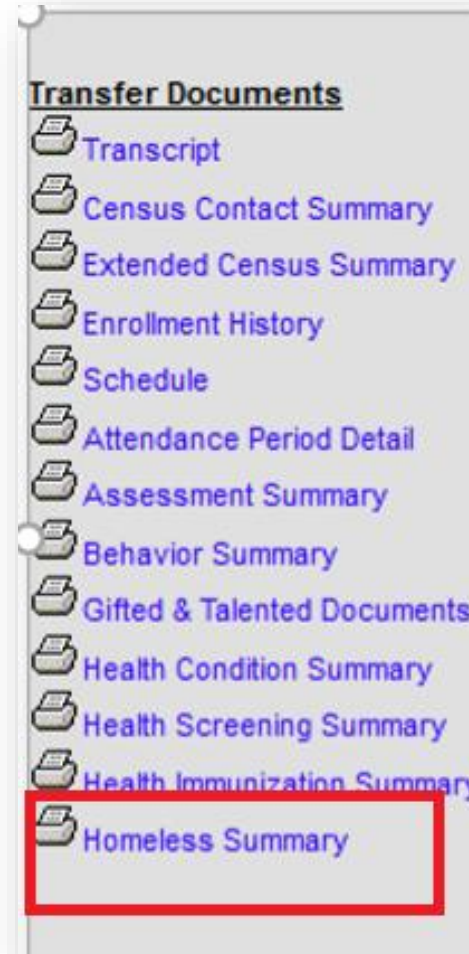
Unaccompanied Youth

- ▶ Two conditions **must** be present for a child or youth to be considered an unaccompanied youth under the McKinney-Vento Act:
 1. The child's or youth's living arrangement meets the Act's definition of homeless, **and**
 2. The child or youth is not in the physical custody of a parent or guardian.



Student Records Transfer

- ▶ Homeless data will now transfer as a summary via the Student Records Transfer process.
- ▶ The data will be a *transfer document* (PDF) which means the receiving district will have to create a new homeless record in their district database for the student.
- ▶ The Primary Nighttime Residence and Unaccompanied Youth data should be entered into the receiving districts database as shown on the transfer document. The start date should be updated to reflect the date in which student enrolled in the receiving district.



Subsequent Enrollments

- ▶ Once a student is identified as homeless, the student's homeless record, including **primary nighttime residence** and **unaccompanied youth status**, should remain selected in the student's record for the remainder of the academic year, **regardless** of his/her status changes.
- ▶ This includes students placed in a facility or group home enrollment subsequent to the identification of homeless in the current academic year.





Reporting Options

This section provides detail on the reports that are available for homeless data.

Student Summary Report

- ▶ Student summary report available via Student Information | Program Participation | Homeless | Print Summary Report
- ▶ Report generates a list of homeless records for student



151 Edmonson County District 100 Wildcat Way, Brownsville, KY 42210 Generated on 06/26/2019 12:28:37 PM Page 1 of 1		[REDACTED] - Homeless Records Summary Grade: 08 State ID: [REDACTED]		
State Homeless Records				
Start Date	End Date	Primary Night Time Residence	Unaccompanied Youth	District
06/26/2019	06/30/2019	Shelters and Transitional Housing	No	Edmonson County

State Published Ad-hocs

student Homeless in Selected Year

- This report will list active students with a homeless record for the selected year. Primary Nighttime Residence and Unaccompanied Youth are displayed as codes.
 - Primary Nighttime Residence codes:
 - D: Doubled up
 - HM: Hotels/Motels
 - S: Shelters and Transitional Housing
 - U: Unsheltered (inadequate housing).
 - Unaccompanied Youth codes:
 - 01: Yes
 - 02: No



QA Homeless Report

- ▶ This report is currently being updated to extract data from the new location. KDE anticipates release of the update by mid-October.
- ▶ The next few slides provide information on the two report options to generate for QA Homeless (Detail and Aggregate).



QA Homeless Report *detail version*



- ▶ Path: KY State Reporting / KDE Reports / QA Homeless
 - Report detail version provides a list of homeless students that will be used for state and federal reporting purposes.
 - The detailed report will also provide student level data with **highlighted** elements that indicate data quality **issues**.
 - ✓ Homeless students whose Economic Disadvantaged status is not **Free**
 - ✓ Homeless students whose record does not have an active **Primary Nighttime Residence** selection
 - ✓ Homeless students whose record does not have an **Unaccompanied Youth** selection

Academic Year	District Number	District Name	School Number	School Name	SSID	Last Name	First Name	MI	Grade Level	Gender	Race Ethnicity	Date of 1st homeless enrollment	Enrollment Start Date	Enrollment End Date	Homeless	Living Status	Unaccompanied Youth	Economically Disadvantaged	Enrollment Type	Consolidated Student Group	English Learner	Students with Disability	Foster	Gifted and Talented	Migrant	Military Connected	Report Run Date	
2019	999	District A	012	School A	1212121212	Student One	One	M	09	M	Asian	09/10/2018	09/10/2018	09/17/2018	1	Hotels/Motels	Yes	Full Price	P	1	0	0	0	0	0	N/A	0	05/31/2019
2019	999	District A	012	School C	1313131313	Student Two	Two	G	K	M	White	11/05/2018	11/05/2018	05/23/2019	1	Doubled up	No	Reduced	P	0	0	0	0	0	0	N/A	0	05/31/2019
2019	999	District A	031	School B	1414141414	Student Three	Three	H	10	M	White	11/02/2018	11/02/2018	05/23/2019	1	Doubled up	No	Reduced	P	0	0	0	0	0	0	N/A	0	05/31/2019
2019	999	District A	012	School A	1515151515	Student Four	Four	E	09	F	Hispanic	11/05/2018	11/05/2018	12/18/2018	1	Doubled up	No	Free	P	1	0	0	0	0	0	N/A	0	05/31/2019
2019	999	District A	031	School B	1515151515	Student Four	Four	E	08	F	Hispanic	11/05/2018	12/19/2018	05/23/2019	0			Free	P	1	0	0	0	0	0	N/A	0	05/31/2019

Free Lunch Status

- ▶ Filter detailed report on Economically Disadvantaged column to ensure that **all homeless students are receiving free meals**. The report highlights the field as an error if the status is marked reduced or paid.
- ▶ Collaborate with district administrator to ensure student FRAM record is updated appropriately.



QA Homeless Report *aggregate version*

- ▶ The aggregate report will generate in PDF format.
- ▶ The report contains **unduplicated counts** of students identified as homeless anytime during the reported year.
- ▶ The report calculates a **percentage** of homeless students by gender and race/ethnicity by grade, primary nighttime status and unaccompanied youth status.
- ▶ Share aggregated PDF with district and school leadership for awareness and additional quality assurance.



QA Homeless Report Aggregate *by Grade Level and Demographic Group*



Homeless Student Group

Run Date: 5/31/2019 Page 1 of 2

Academic Year: 2019
 District Number/Name: - County
 School Number/Name: 000/All Schools

Student count by grade level and demographic group

Grade Level	Total	Gender		Race/Ethnicity			Percent to Total Homeless
		Female	Male	African American	Hispanic	White	
K	2	1	1	0	0	2	7.69%
1	4	2	2	0	1	3	15.38%
2	5	3	2	0	0	5	19.23%
3	1	0	1	0	0	1	3.85%
6	1	0	1	0	0	1	3.85%
8	1	1	0	0	1	0	3.85%
9	4	2	2	1	1	2	15.38%
10	6	2	4	0	1	5	23.08%
12	3	1	2	0	1	2	11.54%
Total	26	11	15	1	4	21	
% of total		42.31%	57.69%	3.85%	15.38%	80.77%	

QA Homeless Report Aggregate by *Homeless Indicator and Demographic Group*



Homeless Student Group

Run Date: 5/31/2019 Page 2 of 2

Academic Year: 2019
 District Number/Name: County
 School Number/Name: 000/All Schools

Student count by homeless indicator and demographic group

Homeless Indicator	Total	Gender		Race/Ethnicity			Percent to Total Homeless
		Female	Male	African American	Hispanic	White	
Doubled up	17	9	8	0	3	14	65.38%
Hotels/Motels	2	0	2	0	1	1	7.69%
Shelters and Transitional Housing	5	2	3	1	0	4	19.23%
Unsheltered (inadequate housing)	2	0	2	0	0	2	7.69%
Unaccompanied Youth	1	0	1	1	0	0	3.85%

NOTE: Includes only students indicated as homeless within school or district. Under 3 (Grades 95-97) is included in Federal reporting but not on School Report Card.

QA Homeless Report Aggregate by *Student Group*



	Homeless Count	% of Total Homeless
Primary Enrollment Only	26	100.00%
<u>By other student accountability subgroup*</u>		
Economically Disadvantaged	24	92.31%
Students with disability with IEP	6	23.08%
English Learners	0	0.00%
Consolidated Student Group**	11	42.31%
<u>By other student subgroup</u>		
Foster	5	19.23%
Migrant	1	3.85%
Military Connected	0	0.00%

* Indicates included in accountability (Equitable Access)

** The Consolidated Student Group is a non-duplicated aggregation including African American, Hispanic, Native Hawaiian or Other Pacific Islander, American Indian or Alaska Native , Two or more races, Students with Disabilities with an IEP, and English Learners.

Data Validation

- ▶ **Validate** homeless records to ensure accuracy for school report card and other federal and state reporting.
 - The District Homeless Liaison/Coordinator should **ensure the correct students are reported** including withdrawn students.
 - If homeless indicators were imported from prior year data, the Homeless Liaison should **review the homeless status in the current year and create a new record** via Program Participation / Homeless as needed.



Monitoring Homeless Program

- ▶ Chronic Absenteeism
- ▶ Behavior Events
- ▶ Graduation Rate
- ▶ Retention Rate
- ▶ Academic Performance
- ▶ Cross reference with other student groups, i.e., Student w/Disability, English Learner, Gifted/Talented, etc...



Additional Resources

- ▶ Chronic Absenteeism KDE Report
- ▶ Early Warning Tool (webinar scheduled for November)
- ▶ Safe Schools State Report
- ▶ Retention State Report
- ▶ Data Visualization Tool
- ▶ School Report Card: Landing Page and Datasets



Reporting Timeline and Data Uses

- ▶ Homeless data should be complete and accurate by **June 30** annually.
- ▶ KDE extracts homeless data July 1 annually from the district data warehouse (no data submission required).
- ▶ Homeless data is used for public reporting via School Report Card and to meet federal reporting requirements.

