

Line Mountain School District
Procedures for Homeless Enrollment and Services

1: When a student is identifying as homeless the following procedures will be followed:

- The district will facilitate the student's immediate enrollment in school or immediate status as homeless for previously enrolled students
- Information will be collected on the family and ensure the needs of the student are met. Information will be gathered by the principal, guidance counselor, or homeless liaison
- Transportation will be arranged if necessary by the district's transportation director.
- School administration and counselor will be informed that student is homeless by homeless liaison. (Title 1 services and other school supports put in place by school if necessary.)
- Homeless liaison will alert food service to provide free breakfast and lunch.
- Guidance counselors and/or homeless liaison will work with families to assist with housing, school supplies, and any other needs the student may have that could impact their ability to attend and participate in school.
- Homeless liaison will stay in contact with families during their homelessness period to ensure needs are being met and that the student is attending school.
- Guidance counselors and/or homeless liaison will assist with making referrals to community agencies and C&Y if requested by the family.

Admin Responsibilities:

- Data entered monthly into homeless tracking system.
- Data reported to regional homeless coordinator as requested
- Homeless liaison will train all district staff yearly on McKinney Vento law and procedures in LMSD for identifying and supporting homeless students