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*McKinney-Vento Identification Procedure for Homeless Children and Youth*

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The McKinney-Vento Homeless Liaison will identify students experiencing homelessness during enrollment by ensuring the following:

- The family will complete the McKinney-Vento Referral Form.
- A McKinney-Vento site liaison will follow-up with the family to obtain additional information, if needed, using the McKinney-Vento Eligibility Questionnaire.
- The McKinney-Vento liaison will post the Educational Rights of Homeless Students Posters in the front office at each school site.
- The McKinney-Vento liaison will ensure that the Catalina Foothills School District website has updated McKinney-Vento information each year. The website can be found at: <https://www.cfsd16.org/index.php/academics/student-support-services/education-of-homeless-children>
- McKinney-Vento resources are available to parents through each school's website by navigating through the "Academics" or "For Families" tabs, depending on each site.
- As part of the Synergy Online Registration process, a survey item will be included to determine eligibility for potential services under the McKinney-Vento Act. A link will be included so parents may access the McKinney-Vento Regulations.

The McKinney-Vento Homeless Liaison will identify students experiencing homelessness during the academic year by ensuring the following:

- The liaison will ensure all staff, including new staff throughout the school year, who have interactions with students. This will include general education and special education teachers, educational assistants, school nurses, health aids, counselors, registrars, and front office staff.
- The liaison will provide the Educational Rights of Homeless Students two additional times during the academic year in one or more of the following means (in schools and in the community):
  - School newsletters
  - Posters
  - District website
  - School website