Guidelines for Reporting Homeless Students in KIDS

Introduction:

This document is focused on the process of reporting information on homeless students participating to the KIDS Collection System.

Related Documentation:

The primary documentation for homeless students can be found on the KSDE Homeless Webpage. This webpage contains documents, guides, and a list of homeless liaison contacts for each district. The documents listed below are particularly important:

- McKinney-Vento Fact Sheet
- McKinney-Vento: Law, Guidance, and Related Legislation
- Homeless Liaison Contacts for Each District
- KIDS 2016-2017 Submission Details Documents: ENRL, EXIT, and EOYA found on the KIDS Website

Definition of Homeless Students for Reporting in KIDS:

Residence of Homeless Student while Homeless

An indication of nighttime residence of students who lacked, at any time during a school year, a fixed, regular, and adequate nighttime residence and had a primary nighttime residence that was: shared with others due to loss of housing, economic hardship, or similar reason (1 & 6); a temporary shelter such as a hotel or motel room or campground (2 & 7); a supervised, publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill) or an institution that provides a temporary residence for individuals intended to be institutionalized (4 & 8); or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (5 & 9). (See section 725, Definitions, of the McKinney-Vento Homeless Assistance Act for a more detailed description of this data element.) If there were more than one such residence during the school year, please indicate the primary residence at the time they were identified as homeless.

The term “unaccompanied homeless student” includes youth in homeless situations who are not in the physical custody of a parent or guardian.

Allowable values are:

- 0 = Not a homeless student
- 1 = Accompanied homeless student doubled up (e.g., with relatives, living with another family)
- 2 = Accompanied homeless student stayed in hotel/motel
- 4 = Accompanied homeless student stayed in shelters, transitional housing, or is awaiting foster care

- 5 = Accompanied homeless student was unsheltered (e.g. car, parks, campgrounds, temporary trailer, or abandoned buildings)
- 6 = Unaccompanied homeless student doubled up (e.g., with relatives, living with another family) *
- 7 = Unaccompanied homeless student stayed in hotel/motel*
- 8 = Unaccompanied homeless student stayed in shelters, transitional housing, or is awaiting foster care*
- 9 = Unaccompanied homeless student was unsheltered (e.g. car, parks, campgrounds, temporary trailer, or abandoned buildings) *

If a student at any time during the school year is considered an "unaccompanied homeless student," they should be reported as a 6, 7, 8, or 9 for the remainder of that school year.

Homeless Students and KIDS Records (ENRL, EXIT, TEST, and EOYA):

Public schools should indicate whether a student was considered a homeless student at any point during the 2016-2017 year when submitting a KIDS ENRL, EXIT, or EOYA records unless the student is a homeschooled student or unaccredited private school student. Private schools are not expected to report Homeless Student data on KIDS records. Each school should work with the district's appointed homeless liaison to ensure that the data submitted is accurate.

KIDS Reports:

The following KIDS report is provided to help verify that the correct students have been submitted:

Standard:

Homeless Student—This report shows the students submitted on Residence of Homeless Student while Homeless as being "Homeless" on ENRL, EXIT, or EOYA record submissions.

For more information:

For additional information on reporting homeless students, contact Tate Toedman at ttoedman@ksde.org or (785) 296-6714.

Revision History:

Version	Date	Changes
9.00	6.29.16	Updated document for the 2016-2017 school year

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 SW Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.