



Preparing Families for the First Day of School

Presented by NYC DOE, NYC HRA & NYS-TEACHS



Who we are

- ▶ **Department of Education's Students in Temporary Housing (STH)**
 - ▶ Unit within the Office of Safety and Youth Development
 - ▶ Provides technical assistance and works directly with schools and students in temporary housing, including those in shelters
 - ▶ Provides services students are entitled to under the McKinney Vento Act and Chancellor's Regulation A-780
- ▶ **Human Resources Administration, Emergency Intervention Services, Office of Domestic Violence**
 - ▶ Provides resources and supports to shelter staff and collaborates with the Department of Education.
- ▶ **NYS-TEACHS**
 - ▶ Funded by the State Education Department and housed at Advocates for Children
 - ▶ Provides technical assistance on homeless education issues. Services include: hotline (800-388-2014), website (nysteachs.org), webinars, workshops, and trainings

Today's Agenda

- ▶ School Selection, and Safety Planning
- ▶ Transportation:
 - ▶ Busing
 - ▶ MetroCards
- ▶ Enrollment
 - ▶ Transferring Schools
 - ▶ Connecting children with pre-k or EarlyLearn
 - ▶ Connecting older youth with alternative educational programs
- ▶ Other Resources (e.g., school supplies)
- ▶ Where to get help



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Before we get started...

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Outcomes for Students in Temporary Housing: School Absences in NYC, 2014-15

RATE OF CHRONIC ABSENTEEISM
(missing 20 or more days of school)
ELEMENTARY SCHOOL

57%

CHILDREN IN SHELTER

16%

CHILDREN IN PERMANENT
HOUSING

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Back to School Checklist



Step 1: Talk about School Options and Safety Planning



Step 2: Help Arrange Transportation



Step 3: Make a Connection if Transferring Schools



Step 4: School Supplies and Clothes

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Step I: Talk about School Options and Safety Planning



- ▶ **Stay in the same school and get free transportation**
- OR
- ▶ **Immediately enroll in local school even if you don't have the documents normally needed**

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Safety Planning

- ▶ Choosing a School that is Safe, while allowing the family the options of choosing a school; Meeting the Family where they are in the process
- ▶ Sharing Orders of Protection with School Officials
- ▶ Routing or Mapping alternate routes to and from school in the event that someone is following you
- ▶ Talking to Children about Safety To and From School
- ▶ Connecting Children to Safe Adults
- ▶ Back up plans for pick-up from school

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Step 2: Help Arrange Transportation



- For all students grades K-6
- Students grades 7-8 with IEPs that don't include D2D busing
- For any grade if on IEP



- FREE full-fare MetroCard for any student who is not getting busing
- FREE MetroCard for parent to go with student (pre-k - 6) to/from school

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Busing

- ▶ To request busing you must submit a Temporary Housing Transportation Request to the DOE's Office of Pupil Transportation
- ▶ <http://www.optnyc.org/resources/TemporaryHousingRequest.pdf>
- ▶ BUT, if the student has an IEP that includes door-to-door busing, you do NOT need to submit a Transportation Request.

NYC Department of Education	OFFICE OF PUPIL TRANSPORTATION 44-36 Vernon Boulevard Long Island City, NY 11101 Telephone: 718-352-8855	Temporary Housing Transportation Request 2017 - 2018
<small>PRINT CLEARLY IN DARK INK -- ILLEGIBLE OR INCOMPLETE FORMS WILL BE RETURNED</small>		
1. PUPIL INFORMATION		
1.1 Pupil Name <small>LAST FIRST MIDDLE</small>		1.2 Date of Birth <small>(MM/CCYY)</small>
1.3 Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	1.4 Identification Number	1.5 Grade <input type="checkbox"/> General Ed <input type="checkbox"/> Special Ed
1.7 Is transportation now provided by OPEP? <small>(If "No", what transportation is provided?)</small>		
<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> IGE bus <input type="checkbox"/> IGE bus <input type="checkbox"/> MetroCard <input type="checkbox"/> Half-fare MetroCard		
2. PARENT / GUARDIAN INFORMATION		
2.1 Name of parent or guardian <small>LAST FIRST MIDDLE</small>		2.2 Title
2.3 Primary telephone number <small>AREA CODE NUMBER</small>		2.4 Alternate telephone number <small>AREA CODE NUMBER</small>
2.5 Email address of parent or guardian		2.6 Signature of parent or guardian
		2.7 Date
3. SHELTER / FACILITY INFORMATION		
Shelter / Facility name		
Address <small>Unit or Apt Number</small> Borough		
City State NY Zip Code		
Shelter is provided in response to: <input type="checkbox"/> Need for temporary housing <input type="checkbox"/> Protection required due to domestic violence		
Stop location should be designated as:		
Primary telephone number: <small>Area Code</small> <small>Number</small> Alternate telephone number: <small>Area Code</small> <small>Number</small>		
Name of shelter administrator or designee		Signature
E-mail address of shelter administrator or designee		Date
<small>SEE PAGE TWO FOR REQUIRED SCHOOL INFORMATION</small>		
<small>2016-05-14-15 Temporary Housing Transportation Request, ch. 1, 2016</small>		

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Busing: Before you submit the Transportation Request...

▶ Ask the school to update the student's address in ATS

- ▶ DO NOT USE THE STREET ADDRESS! Use the P.O. Box
 - ▶ House #: School should enter the number of P.O. Box for the DV Shelter
 - ▶ Street: "No Name"
 - ▶ Zip: Zip of shelter
- ▶ Must be the P.O. Box associated with the shelter site where the student is temporarily living. Each P.O. Box is associated with only one pick-up location. **The DV shelter site must have a unique P.O. Box for busing to be routed.**
- ▶ Contact Kevin Jenkins, Exceptions Manager at the DOE's Office of Pupil Transportation (KJenkins5@schools.nyc.gov) if you have a question about the pick-up location associated with your shelter's P.O. Box.
- ▶ If the student has an IEP...
 - ▶ Ask that the school update SESIS to ensure that the IEP team communicates with the custodial parent, NOT the abuser.



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Busing: Before you submit the Transportation Request...

▶ Complete a Housing Questionnaire

- ▶ Available here:
<http://schools.nyc.gov/StudentSupport/NonAcademicSupport/StudentsinTemporaryHousing/default.htm>
- ▶ Check off "Shelter"
- ▶ Give the school the completed Questionnaire and **keep a copy to submit with the Transportation Request**

NYC
Department of Education

Housing Questionnaire

Parent/Guardian/Student:
 This form is intended to address the McKinney-Vento Act 42 U.S.C. 11435, and must be completed for each student. **The information you provide is confidential.** Your child will not be discriminated against based upon the information provided.

Please complete the following questions regarding the student's housing in order to help determine services the student may be eligible to receive.

Note to schools/Temporary Housing Liaisons: Please assist students and families in filling out this form. Do not simply include this form in the registration packet, because if the student qualifies as residing in temporary housing, the student is not required to submit proof of residency and other required documents that may be part of the registration packet. The District cannot disclose housing status information without parental consent.

Student Name			
Last	First	Middle	
OSIS #	Date of Birth MM/DD/YYYY	Gender	School

Please identify the student's current living arrangements. Please check **one** box:

Check (X)	Housing Questionnaire Choice	Student's Current ATS Code
<input type="checkbox"/>	Doubled-up With another family or other person because of loss of housing or as a result of economic hardship.	D
<input type="checkbox"/>	Shelter Emergency or transitional shelter	S
<input type="checkbox"/>	Hotel or Motel	H
<input type="checkbox"/>	Living in what is NOT an emergency or transitional shelter and involves payment	T
<input type="checkbox"/>	Other Temporary Living Situations Trailer park, campground, car, park, public places, abandoned building, street, or any other inadequate living space	T
<input type="checkbox"/>	Permanent Housing Student who is living in a fixed, regular, and adequate housing situation	P

If the student is **NOT** living in permanent housing, also indicate if the below applies:

<input type="checkbox"/> Unaccompanied Youth Student who is living in a fixed, regular, and adequate housing situation	<input type="checkbox"/> Enter "NY" if applicable
---------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------

Parent/Guardian Name (print) _____ Parent/Guardian Signature _____ Date _____

Please return this form to your child's school as requested.

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Busing: Temporary Housing Transportation Request

- ▶ Complete the **Temporary Housing Transportation Request**:
<http://www.optnyc.org/resources/TemporaryHousingRequest.pdf>
- ▶ Email the completed Temporary Housing Transportation Request and Housing Questionnaire to:
 - ▶ **To:** OPTShelterTransportationRequests@schools.nyc.gov
 - ▶ **CC:** [STH Content Expert](#) for the borough where temp housing is located:
 - ▶ **RE:** ATS School Code; Student Last Name; Student First Name; OSIS Number; and a brief indication of subject or issue in subject line.
 - For example: 07X001 - Smith, Jane – OSIS 123-456-789 – Busing for student in DV shelter
- ▶ Busing should be routed **5-7 days** after the Office of Pupil Transportation receives the Transportation Request.
- ▶ While busing is being routed, parents and students can get MetroCards from STH Content Experts.

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Busing: Students w/Transportation on their IEPs

- ▶ If the student has an IEP and the IEP includes **door-to-door (D2D) transportation**:
 - ▶ The student will NOT be automatically re-routed for busing.
 - ▶ **The parent must ask the school to update the student's address in ATS.**
 - ▶ After the address is updated by the Borough Field Support Center, busing will be re-routed within 5-7 days.
- ▶ Do **NOT** complete a Temporary Housing Transportation Request for students who have door-to-door busing on their IEPs.
- ▶ While busing is being re-routed, parents and students can get MetroCards from STH Content Experts or STH Family Assistants.
- ▶ If families can't use MetroCards while busing is being re-routed:
 - ▶ Families may be able to get reimbursed for car fare: <http://schools.nyc.gov/Academics/SpecialEducation/SupportsServices/RelatedServices/default.htm>.
 - ▶ For help, call NYS-TEACHS 800-388-2014



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Who can help?

▶ **Call OPT Customer Service (718) 392-8855**

- ▶ **Check online at <http://www.optnyc.org>.**
 - ▶ You will need the child's ID number and date of birth.
- ▶ **Still have questions, call:**
 - ▶ STH Content Experts
 - ▶ NYS-TEACHS (800) 388-2014

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MetroCards

- ▶ **Students:**
 - ▶ Schools will provide a free, full-fare MetroCard to students not eligible for busing.
 - ▶ Until the school gives the student a MetroCard, students can request two-trip MetroCards from the STH Family Assistant or [STH Content Expert](#).
- ▶ **Parents:**
 - ▶ MetroCards are available to parents to accompany their children to and from school if kids are in grades Pre-K through 6th grade. To get a MetroCard, parents should contact the STH Family Assistant or [STH Content Expert](#) (for the borough where the shelter is located).
 - ▶ Parents/students must request MetroCards from schools/STH staff; they are not distributed automatically.
 - ▶ If the student is waiting for busing to be routed, STH staff can give the student and the parent MetroCards.
 - ▶ If parent has difficulty arranging to pick up MetroCards from the STH office, DV shelter staff can arrange to pick up cards from STH staff and distribute them at the shelter.

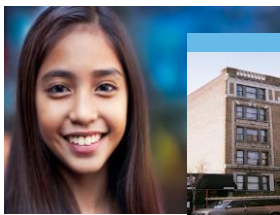


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Questions & Answers

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Jessica



Manhattan



Brooklyn



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Step 3: Make a Connection



Where parents can go to enroll or transfer schools?

Grades K-8

- Go to the **ZONED SCHOOL**
- Call **311** or visit:
<http://schools.nyc.gov/schoolsearch/>

High School or no zoned school

- Go to the **FAMILY WELCOME CENTERS**
- Call **311** or visit:
<http://schools.nyc.gov/choicesenrollment/newstudents/welcomecenters/default.htm>

District 75 Citywide Special Education

- Call the **District 75 Borough Placement Officer: 212-802-1500**

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Over-age and Under-Credited?

Middle School

- For information about option for students in middle school who have been held back at least once, visit:
<http://tinyurl.com/overage-mdl-sch>

Transfer Schools & Young Adult Borough Centers (YABC's)

- Visit <http://tinyurl.com/NYC-transferHS>

High School Equivalency (formerly GED)

- Call the **Referral Center Hotline: 718-577-2525**
- Visit <http://pathtograd.org/>

Jobs & Internships

- Visit: <https://www1.nyc.gov/site/dycd/services/jobs-internships.page>

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Middle and High School Enrollment Info

Share Information with Parents about:

- Enrollment Workshops, Trainings, and Email Updates
- Middle School and High School Directories (available in many languages)
- Middle School Enrollment Info:
<http://schools.nyc.gov/ChoicesEnrollment/Middle/default.htm>
- High School Enrollment Info:
<http://schools.nyc.gov/ChoicesEnrollment/High/default.htm>



DOE Citywide High School Fair

- Encourage 8th graders and their parents to attend a fair!
- **When:** Saturday, September 16 & 17
10am-3pm
- **Where:** Brooklyn Technical High School
29 Fort Green Place, Brooklyn, NY 11217

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Don't forget enrolling young children in preschool!

Did you know?

- ▶ Access to preschool is key to future educational success, especially for children in high-need communities
- ▶ Children who don't attend preschool often start kindergarten at a disadvantage
- ▶ Children who attend high-quality preschool not only do better in school than those children who didn't but they also are more likely to graduate, go on to hold job, and earn more.



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Pre-K for All, EarlyLearn, and Head Start

To find the closest early childhood education programs in your neighborhood:

- ▶ Call 311 or the Child Care Resource and Referral Consortium at **(888) 469-5999**

▶ Or Visit:

- ▶ <http://schools.nyc.gov/prek> for information about pre-k in public schools and community-based early childhood centers
- ▶ http://www.nyc.gov/html/acs/html/child_care/earlylearn.shtml for information about EarlyLearn NYC programs.
- ▶ <http://eclkc.ohs.acf.hhs.gov/hslc/HeadStartOffices#map-home> for information about Head Start programs.



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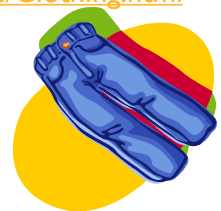
Step 4: School Supplies and Clothes

▶ **School Supplies**

- ▶ STH Content Experts can provide students with backpacks and school supplies.
- ▶ Refer parent to the STH Content Expert.

▶ **Clothes/Uniforms**

- ▶ Free clothing:
http://www.informationforfamilies.org/Theres_No_Place_Like_Home/Clothing.html
- ▶ Schools with uniforms: If family needs help getting a uniform, refer the parent to the school. They should be able to purchase a uniform for the student using Title I set-aside funds.
- ▶ Schools cannot turn students away even if they aren't wearing a uniform.

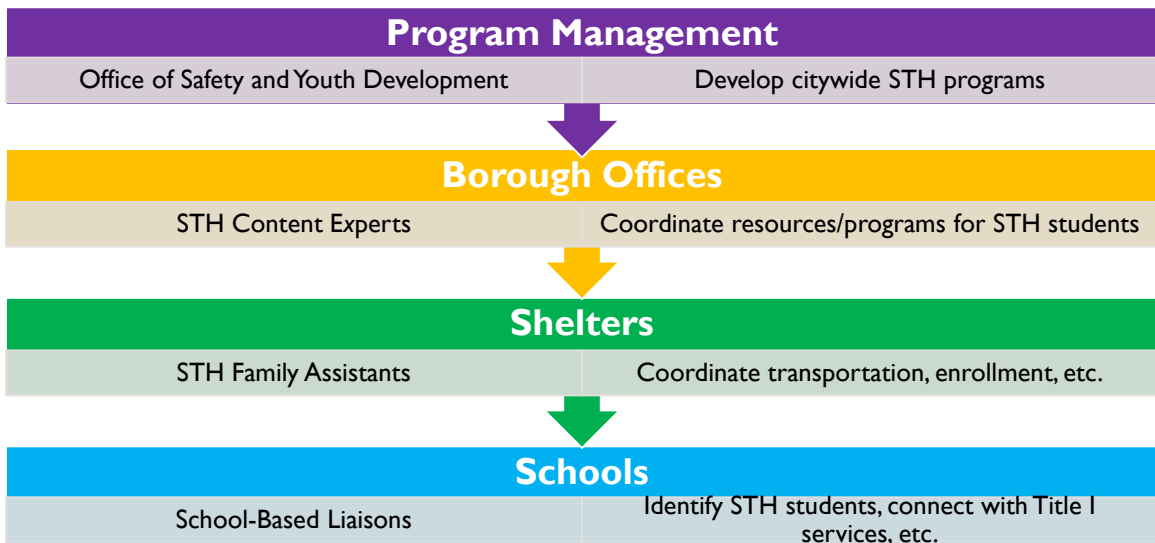


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Where to get help?

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DOE Students in Temporary Housing (STH) Program



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Student in Temporary Housing (STH) Content Experts

OSYD Borough Center Location	Districts	STH Content Expert Name	Office Number	E-mail
Bronx 1 Fordham Plz, Rm 816, Bronx, NY 10458	7, 8, 9, 10, 11, 12	Stephanie Dyer Rebekha Askew	718-741-7783 718-828-2139	sdyer@schools.nyc.gov raskew2@schools.nyc.gov
Brooklyn North 131 Livingston St, 4 th Fl, Brooklyn, NY 11201	13, 14, 15, 16, 19, 23, 32	Tony Davis Wayne Harris	718-935-3296 718-935-3562	tdavis47@schools.nyc.gov wharris22@schools.nyc.gov
Brooklyn South/SI 1780 Ocean Ave., Rm 1B, Brooklyn, NY 11230	17, 18, 20, 21, 22, 31	Charlene Mitchell	718-758-7722	cmitchell4@schools.nyc.gov
Manhattan 333 7th Avenue, 7th Fl, New York, NY 10001	1, 2, 3, 4, 5, 6	Cecilio (Bo) Diaz Iris Gersten	917-339-1698 917-339-1718	cdiaz@schools.nyc.gov igersten@schools.nyc.gov
Queens 28-11 Queens Plaza N, LIC, NY 11101	24, 25, 26, 27, 28, 29, 30	Linda Wilson-Animashaun Shaquieta Boyd	718-391-6849 718-391-6843	lwilson33@schools.nyc.gov sboyd5@schools.nyc.gov
Special Education 400 First Ave, Rm 113, New York, NY 10010	75	Michele Marcel Joan Boreland	212-802-1579 917-256-4262	mmarcel@schools.nyc.gov jboreland@schools.nyc.gov

STH Program website with other resources (Housing Questionnaire, McKinney-Vento Guide for Parents, etc.):
<http://schools.nyc.gov/StudentSupport/NonAcademicSupport/StudentsinTemporaryHousing/default.htm>

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Resources from  **NYSTEACHS**
NEW YORK STATE TECHNICAL AND EDUCATION ASSISTANCE CENTER FOR HOMELESS STUDENTS

- ▶ Toll-free **hotline 800-388-2014**
- ▶ Free **brochures** are available in English and in Spanish
- ▶ Free **posters** in 10 languages
- ▶ **Website, www.nysteachs.org**



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Questions & Answers

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Thank You!

**NYC Department of Education,
Students in Temporary Housing (STH) Program**

Kathy Marshall Polite, Director

kpolite@schools.nyc.gov

Tel: 718-828-2137

Website:

[http://schools.nyc.gov/StudentSupport/
NonAcademicSupport/StudentsinTemporary
Housing/default.htm](http://schools.nyc.gov/StudentSupport/NonAcademicSupport/StudentsinTemporaryHousing/default.htm)

**NYC Human Resources Administration
Emergency Intervention Services/Office of
Domestic Violence**

Lisa Rachmuth, Director of Clinical Initiatives and
Programming

rachmuthli@hra.nyc.gov

Tel: (929) 221-7232

NYS-TEACHS

Jennifer Pringle, Director

jpringle@afcnyc.org

Hotline: (800) 388-2014

Website: www.nysteachs.org

The slides from today's webinar and other handouts can be found here:

<http://nysteachs.org/trainings/WebinarMaterials.html>

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