

Supporting Students in Temporary Housing:



The Role of Transportation for Students in Temporary Housing in NYC

Presented By: NYS-TEACHS and

NYC Public Schools Office of Pupil Transportation

Thursday, October 19, 2023, 9:30-11:00 am



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The New York State Technical Assistance
Center for Homeless Students



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Webinar Format



- Today's session will be recorded.



- Your microphone will be automatically muted.



- Your camera will be automatically disabled.



- The in-webinar chat will only allow you to communicate with the panelists and the host.



For questions, please email Rita Danis at RDanis@measinc.com. She will reply as soon as she is able.

Housekeeping

- Poll questions will be launched periodically throughout the session. Additional questions will require your respond in the chat.
- We won't be able to answer questions about specific situations in the chat, but we welcome you to call the Help Line to discuss these issues at 800-388-2014.
- The Help Line is open 24 hours a day. Specialists are available from 9:00am – 5:00pm. If you leave a message, you will be called back by the next business day.
- Following today's webinar, the recorded session, attachments, and Q&As will be posted/accessible.



Who We Are

NYC Public Schools, Office of Students in Temporary Housing and Foster Care (STH/SFC)

- Provides technical assistance and works directly with schools and students in temporary housing, including those in shelters
- Provides services which students are entitled to under the McKinney Vento Act and Chancellor's Regulation A-780

NYC Public Schools, Office of Pupil Transportation (OPT)

- Provides transportation services to students in temporary housing (STH) are entitled to under the McKinney Vento Act and Chancellor's Regulation A-780.



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Our Presenters for Today

Daniella Inga

OPT Director for Transportation of Students in Temporary Housing and Foster Care

Shloime Weinstein

OPT STH and SFC, support

Also present today from the Office of Students in Temporary Housing & Foster Care

Corrine Christison

Director of Interagency Collaboration

Wen Peguero

STH / Foster Care Interagency Coordinator

Who Is In The Room?

Are you a...

- School-based STH Liaison (1st Year)
- School-based STH Liaison (2-4 years)
- School-based STH Liaison (5+ years)
- Transportation Coordinator
- Other School/District Staff



Which borough do you work in?

- * Bronx
- * Brooklyn
- * Manhattan
- * Staten Island
- * Queens
- * across boroughs
- * outside NYC

Session Outcomes



By the end of today's webinar, participants will be able to:

- Describe the transportation provisions in the McKinney-Vento Act and the Chancellor's Regulation A-780 and A-801.
- Identify the benefits of providing transportation to students experiencing homelessness.
- Learn how to support families with arranging transportation for eligible students.
- Access resources that support decision-making around transportation.

Today's Agenda



Welcome! Who is in the Room?



Transportation Provisions in the McKinney-Vento Act and Chancellor's Regulations



Step by Step Guides for Arranging Transportation



What is New and Who to Contact



Checks for Understanding



Summary, Survey and Resources



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Introduction: Transportation of School Children in NYC

In accordance with **Chancellor's Regulation A-801***, the DOE provides transportation to all eligible New York City students in public, charter, and non-public schools. In partnership with the Metropolitan Transit Authority (MTA) and our school age and preschool bus companies, our mission is to ensure safe and reliable transportation to and from school.



* Link to Chancellor's Regulation A-801 with translations: [Volume A Regulations \(nyc.gov\)](#)

Why is Transportation an Important Benefit for Students?



**Please put your
answer in the
chat.**

Stability is Key for Students in Temporary Housing



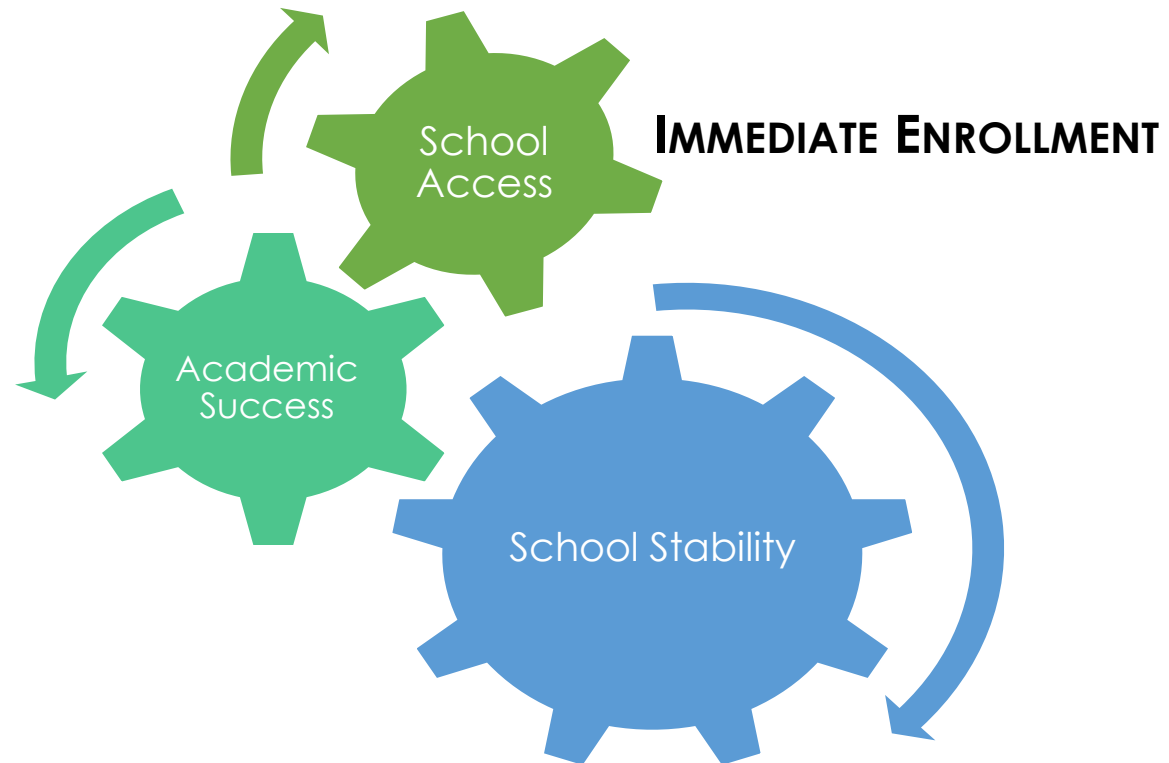
School stability

- Affects **academic achievement**
- Impacts **social/emotional learning**
- Mitigates the **effects of stress** caused by loss of housing

Transportation plays a major part in ensuring school stability!

McKinney-Vento Act and NY Guidance

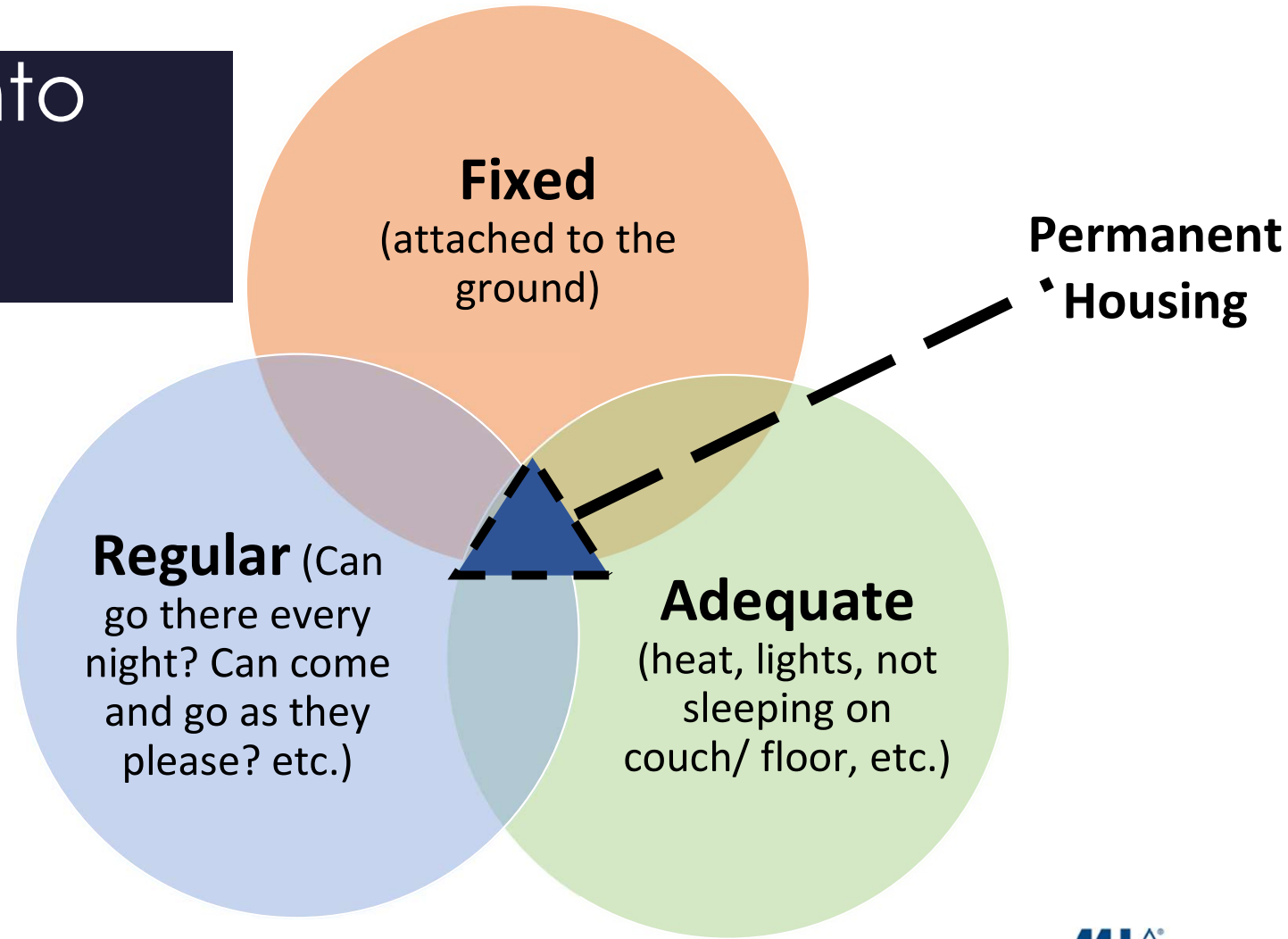
- McKinney-Vento Act- Federal Law established in 1987, Reauthorized in 2015 as part of ESSA
- NY State Education Law 3209
- NYC Chancellor's Regulation A-780



TRANSPORTATION TO SCHOOL OF ORIGIN

McKinney-Vento Definition of Homelessness

The term “homeless child or youth” means individuals who lack a fixed, regular, and adequate primary nighttime residence.



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Homelessness: Living Conditions

- Sharing the housing of others due to loss of housing, economic hardship or a similar reason (**Doubled-up**)
- Living in emergency or transitional shelters
- Living in motels, hotels, trailer parks, camping grounds due to the lack of alternative adequate accommodations
- Abandoned in hospitals
- Living in a public or private place not designed for sleeping
- Living in cars, parks, abandoned buildings, substandard housing, bus or train stations, etc.
- Migratory children living in circumstances described above
- Unaccompanied youth living in circumstances described above

Education Law §3209(1)(a); 8 NYCRR §100.2(x)(1); see also 42 USC §11434A(2)(B)(i)

Why Transportation is Addressed

- The McKinney-Vento Act is intended to remove **barriers** between students and their participation in school life.
- The lack of transportation may act as a barrier in getting to school, affecting the attendance of many students in temporary housing. The inclusion of transportation in the McKinney-Vento Act enhances students 'opportunity **for academic success**.
- It is **up to school districts** to figure out how to address the barrier of transportation.



Education Law §3209(1)(a); 8 NYCRR §100.2(x)(1); see also 42 USC §11434A(2)(B)(i)

How Have You Facilitated Transportation for Students in Temporary Housing?



Please put your answer in the chat.

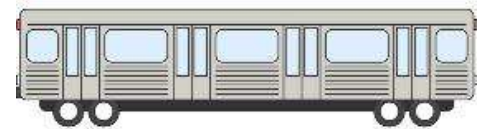
Chancellor's Regulations & Rights of STH

As per **Chancellor's Regulation A-801 & A-780**, students in temporary housing are:

- exempt from grade and distance requirements
- eligible for free transportation through the remainder of school year in which they become permanently housed and an additional year if entering the final grade for their school.
- eligible for transportation (MetroCard or busing, depending) if they are:
 - preschool through grade 12
 - receiving special education services
 - NOT receiving special education services

These rights pertain to students in ALL schools (district, charter & private)
More information found on the [Transportation Rights page](#).

Step by Step Guides for Arranging Transportation for Students in Various Housing Situations



Busing: Pre-K Students residing in DHS shelters

This process is for students that reside more than 0.5 mile from their school and are in Pre-K with no IEP

Note:
Busing will be provided if there is an appropriate route available.

Step#1: DHS shelter staff or NYCPS staff in shelters have a guided conversation with the family regarding transportation eligibility and parent choice for transportation.

Note: The school must update the student's address in ATS.

Step#2: DHS shelter staff or NYCPS staff assist family with completing the [Transportation Exception request form](#) for student(s) eligible for busing.

Step#3: Once approved, the record will appear in OPT systems

Step#4: OPT routes the student

Step#5: Student route information should be available within 5-7 business days on the school's ridership and Student Profile and NYC Schools Account (NYCSA).

REMINDER: A busing exception request form is not required for students eligible for busing in DHS shelters delineated in these steps.



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Busing: Students residing in DHS shelters

This 5-step process is for students that reside *more than* 0.5 mile from their school and *are in*:

- Grades K-6
- 7th and 8th grade w/IEP

REMINDER: A busing exception request form is not required for students eligible for busing in DHS shelters delineated in these steps.

Step#1: DHS shelter staff or NYCPS staff in shelters have a guided conversation with the family regarding transportation eligibility and parent choice for transportation.

Note: The school must update the student's address in ATS.

Step#2: DHS shelter staff enters the type of requested transportation into CARES (DHS system)

- (B) Busing
- (M) MetroCard
- (N) None/private (family arranges own transportation)
- (U) Undecided

Step#3: Within 24 hours, the record will appear in OPT systems

Step#4: OPT routes the student in need of busing

Step#5: Student route information should be available within 5-7 business days on the school's ridership and Student Profile and NYC Schools Account (NYCSA).



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Busing: Students Residing in Other Temporary Housing

This process is for students that reside more than 0.5 mile from their school and are in:

- Pre-k with no IEP
- Grades K-6
- 7th and 8th grade w/IEP

and are in other temporary housing which includes:

- students in DV (domestic violence) shelters, or non-DHS shelters
- doubled-up
- HERRCs
- Other types of temporary housing

Step#1: School or NYCPS school-based or staff in shelters have a guided conversation with the family regarding transportation eligibility and parent choice for transportation.

Note: The school must update the student's address in ATS. For students in DV shelters, the school must update the students address using the PO BOX#, City and Zip Code listed on the shelter placement letter.

Step#2: Family, school or NYCPS school based or staff in shelters assist family with completing the [Transportation Exception request form](#) for student(s) eligible for busing.

Step#3: Once approved, the record will appear in OPT systems

Step#4: OPT routes the student

Step#5: Student route information should be available within 5-7 business days on the school's ridership and Student Profile and NYC Schools Account (NYCSA).



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Busing: Students Transitioning to Permanent Housing

This process is for students that reside more than 0.5 mile from their school and are in:

- Pre-k with no IEP
- Grades K-6
- 7th and 8th grade w/IEP

Reminder: Students transitioning to permanent housing are eligible for busing for the remainder of the school year in which permanently housed and an additional year if entering the final grade for their school.

Step#1: School or NYCPS school based or staff in shelters have a guided conversation with the family regarding transportation eligibility and parent choice for transportation.

Note: The school must update the student's address in ATS.

Step#2: Family, school or NYCPS school based or staff in shelters assist family with completing the [Transportation Exception request form](#) for student(s) eligible for busing.

Step#3: Once approved, the record will appear in OPT systems

Step#4: OPT routes the student

Step#5: Student route information should be available within 5-7 business days on the school's ridership and Student Profile and NYC Schools Account (NYCSA).



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Busing Exception Request Form

The Busing exception request online form is available on Support Hub and:

- allows for families and supporting staff access to real time updates on requests submitted.
- is available in DOE languages

Other exceptions to transportation eligibility includes:

- Joint Custody Exceptions
- Foster Care Exceptions
- Victim of a Crime Exception
- Order of Protection Exception
- Hazard Exception
- Medical Transportation Accommodations

The screenshot shows the NYC Public Schools Support Hub interface. At the top left is the NYC Public Schools logo. To the right are search, refresh, and language selection icons. Below the logo is a breadcrumb trail: Assistance > Main Topic: Transportation > Category: OPT > Issue: I need to request an exception to transportation eligibility. The main content area is titled "I need to request an exception to transportation eligibility." and lists several circumstances under which an exception can be requested: 1. Student is in temporary housing. 2. Student is in foster care. 3. Student transferred from temporary housing to permanent housing. 4. There is a hazard or obstruction that makes walking to the school, current bus stop, or public transportation unsafe for the child. 5. The child is a victim of or was involved with a crime and/or has an Order of Protection, and needs transportation to address the situation. - This exception requires the order of protection or police report attached to the request. 6. The child already receives busing, and the child's parents/guardians have a joint custody agreement and would like to receive transportation to both addresses. At the bottom, it says "If you have further questions, you can email busingexceptions@schools.nyc.gov." There is a "Chat" button in the bottom right corner.

For more information see [Exceptions to Transportation Eligibility \(nyc.gov\)](https://www.nyc.gov/exceptions-to-transportation-eligibility)

Busing: Specialized Transportation

This process is for students in pre-k through grade 12 whose current IEP includes a recommendation for specialized transportation (curb to school busing).

Note: A busing exception request is **NOT REQUIRED** for students eligible for curb to school busing

Step#1: Immediately after parent/guardian notifies the school of change in address, placement or change in placement, the school updates the student's address and housing status in ATS.

Step#2: School contacts the following staff responsible for updating the students transportation record in ATS-STRE.

- Districts 1-32- school contacts the [Transportation Liaison](#)
- D75 school staff has updates to make updates
- Non public/private, charter schools must contact [CSE](#)

Step#3: Once updated, the record will appear in OPT systems within 24-48 hours

Step#4: OPT routes the student

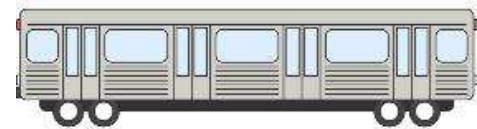
Step#5: Student route information should be available within 5-7 business days on the school's ridership and Student Profile and NYC SchoolS Account (NYCSA).



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Important Information



Transportation Provisions-MetroCards

- **Free full-fare MetroCard for students in temporary housing in the process of being routed or not receiving busing in:**
 - preschool that exceed height requirement to ride for free on subways or local buses
 - grades K to 12
- **Parent/guardian of STH eligible for a MetroCard not receiving busing** or in the process of being routed can receive a card from their child's school to accompany their child to and from school.



Accessing Student Route Information

- **NYCPS STH Staff**

- Can access student route information using Student Profile
- Additionally, OPT shares route information with Regional Managers on a weekly basis.

- **Parents**

- Can access their child's route information using NYCSA
- Contact their school transportation coordinator

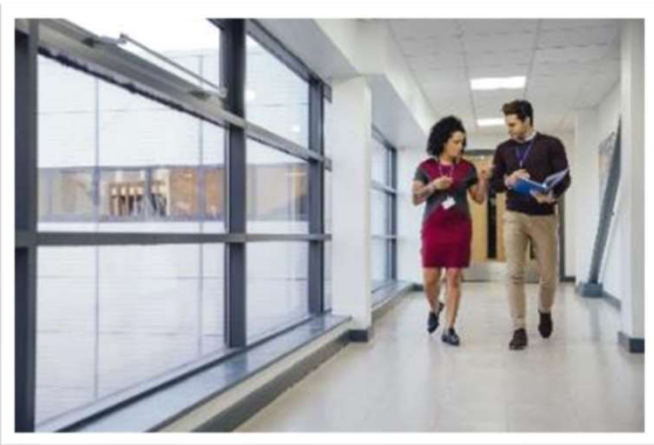
What is new in Transportation this Year

- **Rideshare Options for Eligible Curb-to-School Students**-NYCPS works with Limosys to provide rideshare in certain circumstances for certain groups of students. Specifically, for students with IEP-mandated busing, students in temporary housing, and students in foster care who qualify for busing, rideshare may be available in the event of driver/paraprofessional/nurse coverage issues, or if there is a delay in route assignment. Schools will contact eligible parents as needed to inform them of their eligibility and guide them through the process.
 - For questions on rideshare availability and process, parents or guardians should contact the Transportation Coordinator at their child's school. Transportation
 - Coordinators, and school/shelter-based staff should contact their Transportation Liaison for support.
- **Alternate Afternoon Drop-Off**-Alternate afternoon bus drop-off arrangements can be requested online by visiting the [Transportation Support Hub](#).

Source: <https://www.schools.nyc.gov/school-life/transportation/transportation-overview/whats-new>

School-Based STH Liaison's Responsibilities for Providing Transportation

School-based STH liaisons must ensure that the parent or guardian of a student in temporary housing or any unaccompanied youth:



- **is fully informed of all transportation services**, including transportation to and from the school of origin, and
- is **assisted in accessing transportation to the school selected** in accordance with the best interest determination,
- works with designated school staff to update addresses in ATS.

Transportation should be arranged **within seven days** if not sooner if possible.

Who to Contact for Help

■ When to contact your District Transportation Liaison

- Application access and training
- Reporting late arrival of a bus to school
- Verify status on Busing Exception request submitted
- Student eligibility checks
- Help with checking MetroCard inventory or requests submitted
- Help with entering bus stop or MetroCard information



■ When to contact your STH Regional Manager

- Questions about eligibility and process
- Confirming the address for a student

Who Families Can Contact for Help

Contact Your Child's School when

- Your school bus is repeatedly late or repeatedly does not show up.
- You are having problems with your child's current school bus.
- You want to file a complaint against a school bus staff member.
- You want to know your child's bus route information; this information is also found in the [New York City Schools Account \(NYCSA\)](#).
- You need to request busing for your child or make a change in your child's current busing.
- You have a question about student MetroCards.
- You need help with accommodations.
- Your child has a disability and you need to arrange for busing on their IEP or 504 Plan.

Who Families Can Contact for Help (cont'd)

Contact the Bus Company when

- Your child's school bus is late.
- Your child's school bus did not arrive today.
- You're unsure about your child's pick-up and/or drop-off times.

Contact OPT when

- You want to submit a complaint against a bus company.
- You want to report a safety concern about a school bus.
- You need help with an emergency involving a school bus.
- You want to report an accident involving a school bus.
- If you have questions about transportation reimbursement, email TransportationReimbursement@schools.nyc.gov.

Checks for Understanding



Check for Understanding # 1



**Who can complete the
Transportation Exception
request form?**

- A. Family member
- B. School or NYCPS staff
- C. Shelter staff
- D. All of the Above

Check for Understanding # 2



Students who move into permanent housing are no longer eligible for transportation.

- A. True
- B. False
- C. Not sure



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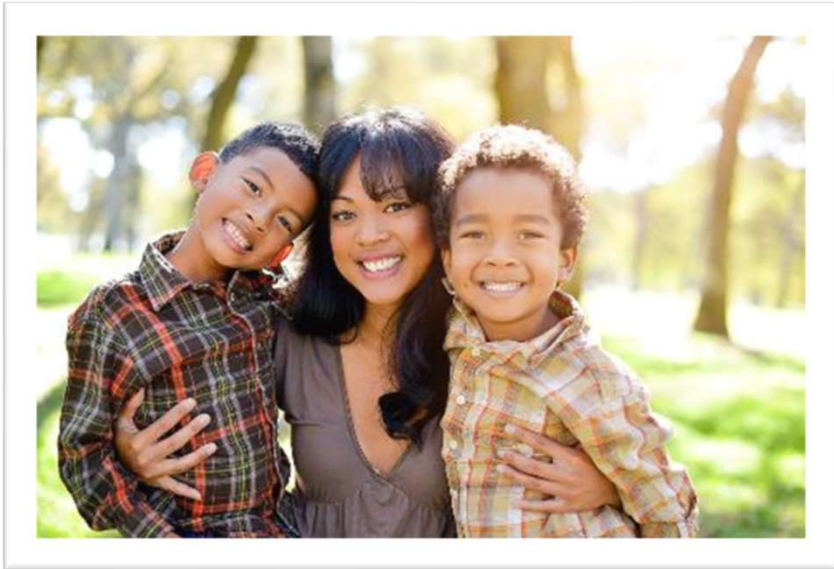
Check for Understanding # 3



A 7th grade student with an active IEP does not have transportation listed as a service. She is now staying in a shelter near her school. Is she eligible for a bus even though her IEP doesn't include special transportation?

- A. Yes, because she is in a shelter
- B. Yes, because she has an IEP
- C. No, because it wasn't listed on the IEP
- D. Not sure

Check for Understanding # 4



Can a parent/guardian receive a MetroCard while the child is being routed?

- A. Yes
- B. No
- C. Not sure

Check for Understanding # 5

Can NYCPS STH shelter staff update CARES?

- A. Yes
- B. No
- C. Not sure



Check for Understanding # 6



Does a family have to submit a Busing Exception Request for a preschool student residing in a DHS shelter?

- A. Yes
- B. Yes, if the child's current IEP does not include a recommendation for specialized transportation
- C. No
- D. Not sure

Key Steps



Below are key steps to ensure STH receive the necessary transportation:

- **School staff** should:
 - make sure the student's address is updated in ATS
 - support families in submitting a busing exception request for busing eligible students
 - review their school ridership daily for route updates to share with families.
- **Parent/Guardian:**
 - should review their child's route information available in NYCSA
 - for students eligible for busing in DHS shelters, if a parent would like to update their transportation choice, they must notify DHS shelter staff so they can update CARES.

Key Take-Aways from Today's Session

What are one or two key ideas you will take away from today's session?

What action will you commit to take as a result of today's session?



Resources

- NYCPS: [Exceptions to Transportation Eligibility form \(online\)](#)
- NYCPS: [Transportation Rights](#)
- NYCPS: [Transportation Eligibility](#)
- NYCPS: [Transportation Guide for Families](#)
- NYCPS: [Safe Travel Tips](#)
- NYCPS: [NYC Schools Account](#)
- NYCPS: [NYCSA Account Set Up Guide for Parents](#)
- NYCPS: [What's New In Transportation](#)



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Technical and Educational Assistance Center

- **Help Line** (800-388-2014)
- **Website** (<https://nysteachs.org>)
- **Web-Based Trainings**

*Supporting Students in Temporary Housing with Title 1 Part A Set-Aside Funds in New York City,
Thursday, November 16, 2023 9:30am -11:00 am*

- **Outreach Materials**

<https://www.nysteachs.org/order-brochures/brochures-posters>



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