

**NOTE TO SCHOOLS/LEAS:** The form should be included at the top page of registration materials that the district shares with families. If the student is **NOT** living in permanent housing, please ensure that a Designation STAC Form is completed.

## HOUSING QUESTIONNAIRE

Name of LEA: Greater Amsterdam School District

Name of School: \_\_\_\_\_

Name of Student: \_\_\_\_\_  
Last First Middle

Gender: Male Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade: \_\_\_\_ ID#: \_\_\_\_\_  
Female Month Day Year (preschool-12) (optional)

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**The answer you give below will help the district determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the McKinney-Vento Act are entitled to immediate enrollment in school even if they don't have the documents normally needed, such as proof of residency, school records, immunization records, or birth certificate. Students who are protected under the McKinney-Vento Act may also be entitled to free transportation and other services.**

**Where is the student currently living?** (Please check **one** box.)

- In a shelter
- With another family or other person because of loss of housing or as a result of economic hardship (sometimes referred to as "doubled-up")
- In a hotel/motel
- In a car, park, bus, train, or campsite
- Other temporary living situation (Please describe): \_\_\_\_\_
- In permanent housing

\_\_\_\_\_  
**Print name** of Parent, Guardian, or  
Student (for unaccompanied homeless youth)

\_\_\_\_\_  
**Signature** of Parent, Guardian, or  
Student (for unaccompanied homeless youth)

\_\_\_\_\_  
**Date**

If **ANY box other than "In Permanent Housing" is checked,** then the student/family should be immediately referred to the MV Liaison. In such cases, **proof of residency** and other documents normally needed for enrollment **are not required** and the **student is to be immediately enrolled.** **After** the student has been enrolled, the district/school must contact the previous district/school attended to request the student's educational records, including immunization records, and the enrolling district's LEA liaison must help the student get any other necessary documents or immunizations.

**NOTE TO SCHOOLS/LEAS:** If the student is **NOT** living in permanent housing, please ensure that a Designation STAC Form is completed.

**ATENCIÓN ESCUELAS Y DISTRITOS:** Ofrezca asistencia a los estudiantes y familias para completar este formulario. Este formulario debería de ser incluido como la primera página de los materiales de inscripción que el distrito comparte con familias.

### CUESTIONARIO DE VIVIENDA

Nombre del Distrito Escolar: Greater Amsterdam School District

Nombre de la Escuela: \_\_\_\_\_

Nombre del Estudiante: \_\_\_\_\_  
Apellido Primer Nombre Segundo Nombre

Género:  Hombre  Mujer  
Fecha de Nacimiento: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Mes Día Año (jardín de infantes – 12) (opcional)  
Grado: \_\_\_\_\_ ID#: \_\_\_\_\_

Dirección: \_\_\_\_\_ Teléfono: \_\_\_\_\_

**Su respuesta abajo permitirá al distrito escolar definir los servicios que puede aprovechar su hijo/hija según el Acto de McKinney-Vento. Los estudiantes elegibles tienen derecho a la inscripción inmediata en la escuela, aun si ellos no tienen los documentos necesarios tales como: prueba de residencia, documentos escolares, documentos de inmunización, o partida de nacimiento. Los estudiantes elegibles según el Acto de McKinney-Vento tienen además derecho al transporte gratuito y otros servicios que ofrece el distrito escolar.**

**¿Dónde está el estudiante viviendo actualmente?** (Por favor marque una caja.)

- En un refugio
- Con otra familia o otra persona debido a la pérdida del hogar o a dificultades económicas
- En un hotel/motel
- En un carro, parque, autobús, tren, o camping
- Otra vivienda temporal (Por favor describa):  
\_\_\_\_\_

En un hogar permanente

\_\_\_\_\_  
**Nombre** de Padre, Guardián, o  
Estudiante (para jóvenes sin acompañamiento)

\_\_\_\_\_  
**Firma** de Padre, Guardián, o  
Estudiante (para jóvenes sin acompañamiento)

\_\_\_\_\_  
**Fecha**

Si CUALQUIER caja que no sea “En un hogar permanente” está marcada, **no se requieren prueba de domicilio** u otros documentos normalmente requeridos para la inscripción y **el estudiante debe ser matriculado inmediatamente**. Después de que el estudiante sea matriculado, el distrito o la escuela debe pedir los documentos escolares, incluyendo los documentos de inmunización, al distrito o la escuela anterior. El enlace del distrito debe ayudar al estudiante a conseguir cualquier otro documento necesario o inmunización.

**ATENCIÓN ESCUELAS Y DISTRITOS:** Si el estudiante **NO** vive en un hogar permanente, favor asegúrese que un Formulario de Designación sea completado.

# INSTRUCTIONS FOR COMPLETING THE HOUSING QUESTIONNAIRE

## **Purpose of the Housing Questionnaire**

All Local Education Agencies (LEAs) are required to identify students experiencing homelessness. LEAs include school districts, charter schools and BOCES. Additionally, all LEAs that receive Title I funds must ask enrolling students about their housing status. The New York State Education Department (NYSED) encourages all LEAs regardless of whether they receive Title I funds to do the same. To collect this information, LEAs may:

1. Use the Housing Questionnaire attached here,
2. Update/modify the Model Enrollment Form – Housing Questionnaire to address the needs of the LEA, or
3. Incorporate the housing status question from the Model Enrollment Form - Residency Questionnaire into the LEA's Enrollment Form or other documents already used by the LEA during the enrollment process.

If an LEA elects the third option and incorporates the housing status question into the LEA's Enrollment Form, the LEA should take steps to ensure that a student's housing status does not become a part of the student's permanent record, because of the sensitive nature of this information. Please see the section titled "Confidentiality" (below) for information about how and when housing information may be shared within the LEA.

## **Who should fill out the Housing Questionnaire?**

A Housing Questionnaire should be filled out for all students enrolling in school and for all students who have a change of address in grades preschool-12. "Preschool" includes any LEA administered or funded preschool program, such as a pre-k or Head Start program administered by an LEA. The Housing Questionnaire should be completed by the student's parent, person in parental relation, or in the case of an unaccompanied youth, by the student directly.

## **Confidentiality**

**Student housing information should be kept confidential to the maximum extent possible. This information should only be shared with LEA/school staff members who need information about housing status to ensure that the student's educational needs are met.** To this end, LEAs may share a student's Housing Questionnaire with LEA personnel such as:

1. the LEA liaison,
2. the registrar,
3. the student's teachers, and/or guidance counselor, and
4. the LEA staff member responsible for reporting data to SED

**However, this information should only be shared with the above staff members to the extent that it will enable them to better meet the educational needs of the student in question and to fulfill reporting requirements mandated by SED.**

Other than the above uses, housing information **should be kept confidential** and **should not be shared** with other LEA/school personnel due to its sensitive nature and the stigma attached to being labeled homeless. LEAs are also encouraged to seek out ways of preventing Housing Questionnaires and housing information from becoming a part of a student's permanent record.

## **Discussing the Housing Questionnaire with Students and Families**

In reviewing the Housing Questionnaire with parents, persons in parental relation, and unaccompanied youth, LEAs should emphasize that the purpose of gathering the information is to ensure that students in temporary housing arrangements are provided with the rights and services to which they are entitled under the McKinney-Vento Act. These rights and services include:

1. The right to stay in the same school the student had been attending before losing his/her housing or the last school attended (both known as the school of origin),
2. The right to immediate enrollment for students who decide to transfer schools, even if the student does not have all of the documents normally for enrollment,
3. Transportation services if the student continues to attend the school of origin,
4. Categorical eligibility for Title I services if offered in the LEA,
5. Categorical eligibility for free meals if offered in the LEA, and
6. Access to services provided with McKinney-Vento funds if available in the LEA.

The LEA should also ensure that the parent, person in parental relation, unaccompanied youth is aware that the student's housing status will be kept confidential and will only be shared with those LEA staff who are responsible for providing services to the student and those responsible for keeping track of how many students are identified as living in temporary housing in the LEA.

LEAs are advised to explain to parents that if a parent claims that her/his child is living in temporary housing, and the LEA wishes to conduct an investigation to verify this information, the LEA may conduct a home visit. However, LEAs **cannot contact a landlord or building superintendent** to verify a student's housing status without prior parental consent. Contacting a landlord or building superintendent without the parent's express prior written permission is a violation of FERPA, a federal law.

### **If the Parent, Person in Parental Relation, or Unaccompanied Youth Declines to Fill Out the Housing Questionnaire**

If the parent, person in parental relation, or unaccompanied youth declines to complete the Housing Questionnaire, the LEA should note on the form that the parent, person in parental relation, or unaccompanied youth declined to provide the information requested.

### **Completing the Form**

If a parent, person in parental relation, or unaccompanied youth enrolling in school indicates that a student is living in one of the five temporary housing arrangements, the school may not require proof to verify where the student is living before enrolling the student. The five temporary housing arrangements are listed below:

1. In a shelter,
2. With another family or other person (sometimes referred to as "doubled-up"),
3. In a hotel/motel,
4. In a car, park, bus, train, or campsite, or
5. Other temporary living situations.

After the student is enrolled and attending classes, the school or LEA is permitted to verify the student's housing arrangements. However, the student must first be enrolled in school. Again, LEAs **cannot not contact a landlord or building superintendent** to verify a student's housing status. (See above for more information.)

### **Definitions of Temporary Housing Arrangements**

*"With another family or other person" (also referred to as "doubled-up")*

LEAs should be aware that students who are sharing the housing of others are eligible for services under the McKinney-Vento Act and State law, if sharing housing is due to loss of housing, economic hardship, or a similar reason.

*"Other temporary living situation"*

In addition to the four examples of temporary housing, students who lack a "fixed, adequate, and regular" nighttime residence are also covered as homeless under the McKinney-Vento Act and State law. This may include unaccompanied youth who have fled their homes or were forced to leave their homes and who do not otherwise meet the definition of "doubled-up."

*"In permanent housing"*

Permanent housing means that the student's living arrangements are "fixed, regular, and adequate."

### **Next Steps for LEAs with Students Living in Temporary Housing Arrangements**

**If the parent, person in parental relation, or unaccompanied youth indicates that a student is living in temporary housing, the LEA must complete a Designation Form.** If the LEA believes additional information is needed before reaching a final decision on the student's eligibility under McKinney-Vento, enrollment should not be delayed and a Designation Form should still be filled out. For more information about determining eligibility see the National Center on Homeless Education's Determining Eligibility Brief, available at: [http://nche.ed.gov/downloads/briefs/det\\_elig.pdf](http://nche.ed.gov/downloads/briefs/det_elig.pdf).

If a student who is identified as homeless was last permanently housed in a different school district, the district of attendance/local district will be eligible for tuition reimbursement from SED for the cost of educating the student. School districts should complete a STAC-202 form if eligible for tuition reimbursement. For more information about STAC-202 forms contact the STAC Office at 518-474-7116 or NYS-TEACHS at 800-388-2014.

<b>STAC ID</b>				

<b>STAC-202</b> HOMELESS DESIGNATION
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**Designation of School District of Attendance for a Homeless Child**

Submitted by:  Local Dept of Social Services (DSS)  Designated School District of Attendance (PSD)

**PLEASE READ THE INSTRUCTIONS ON THE REVERSE BEFORE COMPLETING THIS FORM**

<b>1. NAME OF CHILD</b>	<input type="text"/>	<b>2. DATE OF BIRTH</b>	<input type="text"/>	<b>3. GENDER</b>	<input type="text"/>
	LAST NAME		MO / DAY/ YR	M	F
	<input type="text"/>				
	FIRST NAME				

<b>5. Racial/Ethnic Category of Child</b> (See definitions on reverse side of last page.)	<input type="checkbox"/> American Ind or Alaskan Native <input type="checkbox"/> Asian or Pacific Isl. <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White					<b>6. GRADE LEVEL FOR WHICH PLACEMENT IS SOUGHT</b>	<input type="text"/>	
	<b>7. COMPLETE ADDRESS BEFORE CHILD/FAMILY BECAME HOMELESS</b>	<input type="text"/>					<b>7A. NYS SCHOOL DISTRICT OF ATTENDANCE BEFORE BECOMING HOMELESS</b>	<input type="text"/>
<b>8. COMPLETE ADDRESS OF CURRENT LOCATION</b>	<input type="text"/>					<b>8. NYS SCHOOL DISTRICT OF CURRENT LOCATION</b>	<input type="text"/>	
	<b>DATE CHILD/FAMILY PLACED IN TEMPORARY HOUSING</b>	<input type="text"/>					<b>9A .NYS DESIGNATED DISTRICT OF ATTENDANCE</b>	<input type="text"/>
		MONTH	DAY	YEAR				

*One of four school districts may be chosen to provide the education component: the school district of attendance before becoming homeless, the school district where last enrolled, the school district of current location or a school district participating in a Regional Placement Plan. This designation may be changed either prior to the end of the first semester of attendance or within 60 days of making this designation, whichever occurs later.*

11. Check the appropriate box if the designated school district of attendance (9A) is different from the district of attendance before becoming homeless (7A) and from the district of current location (8A).

District participating in a Regional Placement Plan   OR    District where last enrolled (7B) if it is different from the district where last permanently housed (7A) and the district of current location (8A).

12. NAME OF PARENT OR PERSON IN PARENTAL RELATIONSHIP ..... AREA CODE ..... TELEPHONE NUMBER .....

13. SIGNATURE OF PERSON IN PARENTAL RELATIONSHIP TO CHILD ..... DATE .....

*IT HAS BEEN REPORTED TO ME THAT THIS CHILD IS UNDER THE AGE OF 21 YEARS AND IS THEREFORE ELIGIBLE FOR EDUCATIONAL SERVICES. THE CHILD HAS BEEN ADVISED OF HIS/HER RIGHT TO DESIGNATE THE SCHOOL DISTRICT OF ATTENDANCE.*

14. PRINT NAME OF LOCAL DSS OR SCHOOL DISTRICT REPRESENTATIVE ..... TITLE .....

15. SIGNATURE OF LOCAL DSS OR SCHOOL DISTRICT REPRESENTATIVE ..... DATE .....

16. PLACEMENT COUNTY ..... AREA CODE ..... TELEPHONE NUMBER .....

Local DSS use only

**INSTRUCTIONS FOR COMPLETING THE STAC-202 FORM**  
**Designation of School District of Attendance for a Homeless Child**

*Education of homeless children means 1) a child or youth who lacks a fixed, regular, and adequate night-time residence, including a child or youth who is (i) sharing the housing of other persons due to a loss of housing, economic hardship or a similar reason; (ii) living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; (iii) abandoned in hospitals, (iv) awaiting foster care placement; or (v) a migratory child, as defined in § 1309(2) of the Elementary and Secondary Education Act of 1965, as amended, who qualifies as homeless under any of the provisions of clauses (i) through (iv) of this subparagraph or subparagraph two of this paragraph; or 2) a child or youth who has a primary nighttime location that is (i) a supervised publicly or privately operated shelter designed to provide temporary living accommodations including, but not limited to, shelters operated or approved by the state or local department of social services, and residential programs for runaway and homeless youth established pursuant to article nineteen-H of the executive law; or (ii) a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a child or youth who is living in a car, park, public space, abandoned building, substandard housing, bus or train stations or similar setting.*

1. Enter the youth's complete last name and first name.
2. Enter the youth's date of birth.
3. Place a check in the box which identifies the gender of the youth.
4. Item reserved for future use.
5. Place a check in the box which identifies, to the best of your knowledge, the racial/ethnic category with which the youth most closely identifies.

**Racial/Ethnic Categories:**

**American Indian or Alaskan Native** - A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.

**Asian or Pacific Islander** – A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.

**Black** – A person having origins in any of the black racial groups of Africa.

**Hispanic** – A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

**White** – A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

6. Enter the grade level for which placement is being sought.
7. Enter the complete last permanent address prior to becoming homeless.
- 7A. Enter the name of the school district that served the area where the child resided prior to becoming homeless.
- 7B. Enter the name of the school district where the student was last enrolled. This will be different from 7A if the student was previously temporarily housed in a different district and enrolled in that district as a non-resident homeless student.
8. Enter the complete address of current temporary housing including the name of the shelter if applicable and the date the student moved to the current location. If the location is confidential (for example, if the student is living in a domestic violence shelter), the name and address of the location do not need to be provided.
- 8A. Enter the name of the school district of current location.
9. Enter the date of designation.
- 9A. Enter the name of the designated school district of attendance. One of four districts may be designated to provide the educational component:
  - District of attendance before becoming homeless,
  - District where last enrolled,
  - District of current location of temporary housing, or
  - District participating in a Regional Placement Plan (RPP).
10. Enter, if applicable, the date the child moved to permanent housing and is no longer eligible as a homeless student.
11. If the student attends school in a district participating in a Regional Placement Plan or the district where last enrolled (7B), and that district is different from both the district of attendance before becoming homeless (7A) and the district of current location (8A), check the corresponding box where the student attends school (either the District participating in a Regional Placement Plan or the District where last enrolled).
12. Print the name and telephone number of the designator. The designator can be the parent, person in parental relation, the unaccompanied youth (a youth who meets the definition of homeless and is not in the physical custody of a parent or guardian), or the director of a residential program for runaway and homeless youth if the student is living in such a program.
13. The signature of the designator and current date.
14. Print the name of the local Department of Social Services or School District representative and title.
15. The signature of the local Department of Social Services or School District representative is required attesting that this child has moved to temporary housing. A telephone number is required in case the STAC & Special Aids Unit has questions relating to the information provided.
16. The name of the local Department of Social Services that has placed the child in temporary housing, if applicable.

NOTE: Copies should be distributed to the following:

1. State Education Department, only if designated district of attendance is entitled to reimbursement for educational services pursuant to N.Y. Educ. Law § 3209(3);
2. Designated School District of Attendance;
3. District of Attendance before becoming homeless;
4. District where last enrolled;
5. Parent/Guardian/Unaccompanied youth/director of a residential program for runaway and homeless youth; and
6. Local Department of Social Services, only if placed in temporary housing by DSS.

STAC CHILD ID:

**The University of the State of New York**  
 THE STATE EDUCATION DEPARTMENT  
**STAC & Special Aids Unit**  
 Room 514, Education Building, Albany, NY 12234  
 (With Spanish Language Translation)

PLEASE READ THE INSTRUCTIONS ON THE REVERSE BEFORE COMPLETING THIS FORM  
 FAVOR DE LEER LAS INSTRUCCIONES AL DORSO DE LA PAGINA ANTES DE LLENAR EL FORMULARIO

1. Nombre del estudiante (NAME OF CHILD)  2. Fecha de nacimiento (DATE OF BIRTH)     
 (NAME OF CHILD) Apellido (LAST NAME) Mes / Día Año (MO/DAY/YR)

3. Sexo (GENDER) (M/F) Masc. Fem.   Nombre de pila (FIRST NAME)  Inicial (I.N.I.) del 2º nombre   
 (GENDER) (M/F) Masc. Fem. Nombre de pila (FIRST NAME) Inicial (I.N.I.) del 2º nombre

4. Número del Seguro Social (SOCIAL SECURITY NUMBER)

5. Raza/ Grupo Étnico del Estudiante (Vea la definición al dorso de esta página) <small>(RACIAL/ETHNIC CATEGORY OF CHILD)</small> Nativo Americano (NATIVE AMERICAN) <input type="checkbox"/> o Asiático (ASIAN) <input type="checkbox"/> o Negro (BLACK) <input type="checkbox"/> Nativo de Alaska (ALASKAN NATIVE) <input type="checkbox"/> Nativo de las Islas del Pacífico (Pacífic Isl.) <input type="checkbox"/> Hispano (HISPANIC) <input type="checkbox"/> Blanco (WHITE) <input type="checkbox"/>	6. Grado Escolar Pedido <small>(GRADE LEVEL FOR WHICH PLACEMENT IS SOUGHT)</small>
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7. Dirección del domicilio anterior a la falta de vivienda <small>(COMPLETE ADDRESS BEFORE CHILD/FAMILY BECAME HOMELESS)</small>	7A. Nombre o número del Distrito Escolar (NYS) donde asistía antes de faltarle vivienda <small>(NYS SCHOOL DISTRICT OF ATTENDANCE BEFORE BECOMING HOMELESS):</small>
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	7B. Nombre o número del último Distrito Escolar (NYS) donde estuvo matriculado(a) <small>(NYS SCHOOL DISTRICT WHERE LAST ENROLLED):</small>
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8. Dirección actual y fecha de cuando el/la estudiante/la familia fue ubicada en vivienda temporal <small>(COMPLETE ADDRESS OF CURRENT LOCATION AND DATE CHILD/FAMILY PLACED IN TEMPORARY HOUSING)</small>	8A. Nombre o número del Distrito Escolar (NYS) al que asiste actualmente <small>(NYS SCHOOL DISTRICT OF CURRENT LOCATION)</small>
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9. Fecha cuando se seleccionó el Distrito Escolar <small>(DATE DISTRICT OF ATTENDANCE CHOSEN)</small>	Mes Día Año Mo DAY YR	9A. Nombre o número del Distrito Escolar (NYS) designado <small>(NYS DESIGNATED DISTRICT OF ATTENDANCE)</small>
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10. Fecha de la vivienda permanente asignada <small>(DATE PLACED IN PERMANENT HOUSING)</small>	Mes Día Año Mo DAY YR	Se puede escoger uno de cuatro distritos escolares para proveer el componente escolar: el distrito escolar donde asistía el/la estudiante antes de estar sin vivienda, el último distrito escolar donde fue matriculado, el distrito escolar actual o un distrito escolar que participa en el Plan Regional, "Regional Placement Plan". Es posible que la designación cambie antes de que termine el primer semestre o 60 días después de haber sido asignado(a) el estudiante. <small>ONE OF FOUR SCHOOL DISTRICTS MAY BE CHOSEN TO PROVIDE THE EDUCATION COMPONENT: THE SCHOOL DISTRICT OF ATTENDANCE BEFORE BECOMING HOMELESS, THE SCHOOL DISTRICT WHERE LAST ENROLLED, THE SCHOOL DISTRICT OF CURRENT LOCATION OR A SCHOOL DISTRICT PARTICIPATING IN A REGIONAL PLACEMENT PLAN. THIS DESIGNATION MAY BE CHANGED EITHER PRIOR TO THE END OF THE FIRST SEMESTER OF ATTENDANCE OR WITHIN 60 DAYS OF MAKING THIS DESIGNATION, WHICHEVER OCCURS LATER.</small>
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11. Marque la casilla apropiada si el Distrito Escolar de la escuela asignada (9A) es diferente al Distrito Escolar de asistencia antes de quedarse sin vivienda (7A) y del Distrito Escolar de la dirección actual (8A). Check the appropriate box if the designated school district of attendance (9A) is different from the district of attendance before becoming homeless (7A) and from the district of current location (8A).

Distrito que participa en el Plan Regional, "Regional Placement Plan" o  Distrito Escolar anteriormente asignado (7A) si es diferente al Distrito donde vivía (7A) y el Distrito Escolar actual (8A).

12. Nombre del padre / madre o el familiar encargado del estudiante (NAME OF PARENT OR PERSON IN PARENTAL RELATIONSHIP)  Código telefónico (AREA CODE)  Número telefónico (TELEPHONE NUMBER)

13. Firma del padre o del familiar encargado del estudiante (SIGNATURE OF PERSON IN PARENTAL RELATIONSHIP WITH CHILD)  Fecha de hoy (DATE)

SE ME INFORMA QUE EL ESTUDIANTE ES MENOR DE 21 AÑOS DE EDAD Y POR LO TANTO, ES ELEGIBLE A RECIBIR UN PLAN DE ESTUDIOS. EL ESTUDIANTE HA SIDO ADVERTIDO QUE TIENE EL DERECHO DE SELECCIONAR EL DISTRITO ESCOLAR DE SU PREFERENCIA. IT HAS BEEN REPORTED TO ME THAT THIS CHILD IS UNDER THE AGE OF 21 YEARS AND IS THEREFORE ELIGIBLE FOR EDUCATIONAL SERVICES. THE CHILD HAS BEEN ADVISED OF HIS/HER RIGHT TO DESIGNATE THE SCHOOL DISTRICT OF ATTENDANCE.

14. Sandra Polikowski Director of Academics and Testing and McKinney Vento Liaison  
 En letra de molde, el nombre del representante del "DSS" local o del Distrito Escolar (PRINT NAME OF LOCAL DSS OR SCHOOL DISTRICT REPRESENTATIVE) Título / Cargo (TITLE)

15. Firma del representante local del "DSS" o del distrito escolar (SIGNATURE OF LOCAL DSS OR SCHOOL DISTRICT REPRESENTATIVE)  Fecha (DATE)

16. Municipio: (PLACEMENT COUNTY)  LOCAL DSS USE ONLY   Código telefónico (AREA CODE)  Número telefónico (TELEPHONE NUMBER)

INSTRUCTIONS FOR COMPLETING THE STAC-202 FORM  
**Designation of School District of Attendance for a Homeless Child**  
**Instructions for Completing the STAC-202 Form**  
(Spanish Version – 2 pages)

**Instrucciones para llenar el formulario STAC-202 - Designación del Distrito Escolar para un/una Estudiante sin Vivienda**

La educación de los estudiantes sin vivienda tiene refererenvia: 1) un/a niño/a o joven que carece de una residencia regular, adecuada y permanente donde duerme todas las noches, incluyendo a un/a niño/a o joven quien está (i) compartiendo una vivienda con otras personas porque ha perdido su vivienda, dificultades o privaciones económicas o por razones similares; (ii) vive en moteles, hoteles, parques o campamentos para casas-remolques por falta de otras facilidades adecuadas (iii) abandonado(a) en un hospital, (iv) en lista de espera de un hogar temporario; o un/niño/a migratorio(a), como está descrito en la ley educativa del 1965, 1309(2) “Elementary and Secondary Education Act of 1965”, enmendada (rectificada), al que cualifica como desamparado(a) bajo cualquier provisión de las cláusulas (i) a través de (iv) este subpárrafo o el subpárrafo dos de este párrafo; o 2) un/a niño(a) o joven que tiene un lugar permanente para dormir que esté (i) supervisado y funcionando pública o privadamente como un albergue designado para proveer acomodaciones de vivienda temporaria incluyendo, pero no limitada a, albergues funcionando o aprobados por el estado o el Departamento Local de Servicios Sociales, y programas residenciales de jóvenes prófugos y sin vivienda establecido de acuerdo al artículo diecinueve –H de la ley ejecutiva; o (ii) lugar público o privado que no ha sido asignado para, o ordinariamente usado como, acomodaciones regulares y apropiadas para dormir para un ser humano, incluyendo a un/a niño(a) o joven que está viviendo en un carro, parque, sitio público, edificio abandonado, edificio de calidad inferior, autobús o estaciones de trenes o sitios similares.

1. Llene el nombre completo del/la joven (apellido y nombre de pila)
2. Llene la fecha de nacimiento del/la joven
3. Marque la casilla que indica el género (sexo) del/la joven
4. Llene el número del seguro social del/ de la joven (si lo sabe)
5. Marque la casilla que identifica, como mejor Ud. pueda, la categoría racial o grupo étnico con que se identifica al estudiante.

***Categoría racial o grupo étnico***

**Nativo Americano o Nativo de Alaska-** una persona cuyo origen pertenece a cualquiera de los pueblos nativos de la América del Norte, y que mantiene su identidad cultural a través de su afiliación con su tribu o su comunidad.

**Asiático o Nativo de las Islas del Pacífico-** una persona cuyo origen es de cualquier parte del Lejano Oriente , Sudeste de Asia, el Subcontinente Indio o las Islas del Pacífico. Estas áreas incluyen, por ejemplo, la China, la India, el Japón, Corea, las Filipinas y Samoa.

**Negro-** una persona cuyo origen es de cualquier grupo negro racial del Africa.

**Hispano-** una persona que es mexicana, puertorriqueña, cubana, centroamericana o sudamericana, o de otras culturas hispanas, sin importar su raza.

**Blanco-** una persona cuyo origen es de los pueblos de Europa, Africa del Norte o del Medio Oriente

6. Llene el grado escolar donde busca colocación
7. Llene la dirección completa de su residencia permanente antes de ser desamparado(a)
- 7A. Llene el nombre del distrito escolar que pertenece al área donde el/la niño(a) vivió antes de encontrarse desamparado(a)
- 7B. Llene el nombre del último distrito escolar donde el/la estudiante estuvo matriculado(a).
8. Llene la dirección completa de la vivienda temporaria actual incluyendo el nombre del albergue (si se aplica) y la fecha que el/la estudiante se mudó a la dirección actual. Si la dirección es privada (por ejemplo, si el/la estudiante está viviendo en un albergue debido a violencia doméstica), no tiene que indicar ni el nombre del lugar ni la dirección.
- 8A. Llene el nombre del distrito escolar que corresponde a la dirección actual.
9. Llene la fecha de la designación.
- 9A. Llene el nombre del distrito escolar asignado. Puede indicar uno de cuatro distritos para proveer el componente educativo:
  - El distrito escolar antes de ser desamparado(a)
  - El último distrito escolar donde estuvo matriculado(a)
  - El distrito escolar actual donde está localizada la vivienda temporaria o
  - El distrito escolar que participa en el programa, “Regional Placement Plan” (RPP)
10. Si se aplica, llene la fecha que el/la niño(a) se mudó a una vivienda permanente y ya no es elegible como un/a estudiante sin vivienda.
11. Si el/la estudiante asiste a un distrito escolar que participa en el programa, “Regional Placement Plan” o en el último distrito donde se matriculó (7B), y ese distrito es diferente del distrito que asistía antes de estar desamparado(a) (7A) y del distrito actual (8A), marque la casilla que corresponde donde el/la estudiante asiste a la escuela (sea el Distrito participante en el programa, “Regional Placement Plan” o el último distrito donde estuvo matriculado(a)).
12. En letra de molde, escriba el nombre de la persona asignada. La persona asignada puede ser un padre o madre, un familiar, el/la joven que esté solo/a ( un/a joven que cumpla con la definición de estar desamparado(a) y no está bajo la custodia de ningún padre o tutor), o el director del programa residencial para jóvenes que huyen del hogar o están desamparados si el/la estudiante está viviendo bajo tal programa.



**INSTRUCTIONS FOR COMPLETING THE STAC-202 FORM**  
**Designation of School District of Attendance for a Homeless Child**  
**Instructions for Completing the STAC-202 Form**  
(Spanish Version – 2 pages)  
**Instrucciones para llenar el formulario STAC-202**  
**Designación del Distrito Escolar para un/una Estudiante sin Vivienda**

13. La firma de la persona asignada y la fecha actual.
14. En letra de molde, escriba el nombre del Departamento Local de Servicios Sociales o del representante del Distrito Escolar y su título or cargo.
15. Se requiere la firma del representante del Departamento Local de Servicios Sociales o del representante del Distrito Escolar para testificar que este/a niño (a) se ha mudado de la vivienda temporaria. También se requiere un número telefónico por si acaso el “STAC & Special Aids Unit” tiene algunas preguntas relacionadas con la información proveída.
16. El nombre del Departamento Local de Servicios Sociales que ha colocado o situado al/a la niño(a) en la vivienda temporaria.

Nota: Copias se deben distribuir a las siguientes entidades:

1. El Departamento del Estado de Nueva York, solamente si el distrito donde asiste tiene derecho a un reembolso por los servicios educativos de acuerdo a la Ley Educativa de NY 3209(3);
2. El Distrito Escolar donde asiste;
3. El Distrito Escolar antes de estar desamparado;
4. El Distrito Escolar donde se matriculó por última vez;
5. Padre/ Tutor/ joven que esté solo(a)/director del programa residencial para los jóvenes prófugos o desamparados; y
6. El Departamento Local de Servicios Sociales, solamente si está colocado (situado) en una vivienda temporaria por el “DSS”.

End. NYS Language RBERN Translation Sept 26, 2014. nbm