



# UNION SCHOOL DISTRICT

"Home of the Golden Knights and Damsels"

354 Baker Street  
Suite 2

Mrs. Jean McCleary - Superintendent  
Rimersburg, PA 16248-9211

Phone: 814-473-6311 x 5  
Fax: 814-473-8201

## MEMORANDUM

**TO:** All Professional Staff, Support Staff, Administration, Transportation Staff & Homeless/Foster Care Service Providers

**FROM:** Mrs. Jean M. McCleary  
Homeless and Foster Care Liaison

**DATE:** October 9, 2018

**SUBJECT:** **ADMISSION/TRANSFER POLICY FOR HOMELESS AND FOSTER CARE STUDENTS**

The McKinney–Vento Homeless Act, now a part of the Improving America’s Schools Act, (Public Law 103-382), and the Every Student Succeeds Act (ESSA) of 2015, guarantees a free and appropriate public education for all homeless and foster care children and youth. BEC 42 U.S.C. & 11301 outlines procedures for deciding school placement, enrolling students, and determining fiscal responsibility. Federal and state laws make our responsibility clear. With over ninety students estimated to be homeless children or in placement for foster care currently attending Clarion County public schools, we must provide appropriate academic support and services. Please familiarize yourself and your staff, including counselors, teachers, secretaries, nurses, NTAs and others with the following school admission and transfer procedures.

- A child whose family becomes homeless may remain in the school he/she was attending prior to becoming homeless for the duration of the school year.
- If it is feasible, a student may transfer to a school if it is closer to his/her transitional housing.
- The receiving school may not prevent or delay the enrollment of a homeless child or foster care child by requiring proof of residency or lack of documentation such as immunization records. The school may seek written confirmation of shelter residency from the shelter director, but may not refuse a child admission pending such confirmation.
- Homeless and foster care children living more than one mile from the school should be given free transportation (see Transportation Procedure for Homeless and Foster Care Students).
- The school can contact the Department of Health (215) 686-5000 to obtain oral confirmation of immunizations. This confirmation can be accepted as verification for enrolling a student \*(BEC 42 USC & 11303). Written confirmation should be requested and received within 30 days.

Contact Mrs. Jean McCleary, Homeless and Foster Care Liaison, with any questions or concerns you may have @ (814)-473-6311 x0, e-mail: [mcclearyjm@unionsd.net](mailto:mcclearyjm@unionsd.net)

**Attachments:**

BEC 42 U.S.C. & 11301 - Education for Homeless Youth  
BEC 24 P.S. 13-1301 & 13-1306 - Enrollment of Students