**Regional Liaison/Subgrantee**

**McKinney-Vento Homeless Education of Children and Youth Program**

**Monitoring Report**

Regional Liaison’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ROE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City, State, Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Illinois State Board of Education is responsible for the administration and supervision of all McKinney-Vento programs, whether or not district receives funds under Subtitle B of Title VII of the McKinney-Vento Homeless Assistance Act. The purpose of this assessment is to monitor regulatory compliance of educational services to homeless children and youth in the district/service area.

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| **REGLUATORY COMPLIANCE****NCLB (2001) title x, part c: McKinney-Vento****Homeless Assistance Act, Title VII, Subtitle B**  | **Comments/Details** | **Compliance Status** |
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| **Responsibilities** |  | **YES NO** |
| Determine needs/program effectiveness of the Region relative to homeless education by analyzing data. (SIS data, Poverty level, Free/Reduced Lunch, Attendance, Academic Achievement, etc.) |  |  |
| Provide a current list of all school district homeless liaisons and contact information. |  |  |
| Provide a copy of training materials and documentation of those who attended trainings. |  |  |
| Provide a list of referrals for medical, dental, health-related or appropriate services. |  |  |
| Provide a report on a semi-annual basis of data collected of services provided to the school districts throughout the past year. |  |  |
| Provide a copy of current needs assessment. |  |  |
| Procedures have been developed and put in place for identifying and enrolling homeless children/youth. |  |  |
| A process has been developed to reimburse school districts and other eligible applicants. (Request forms, etc.) |  |  |
| A current list of preschool programs available in the region is maintained. |  |  |
| A procedure to ensure that pre-school children are placed in a local pre-school program is available. |  |  |
| Equal access to pre-school students, students with disabilities, and unaccompanied youth is mandated. |  |  |
| **Additional Comments:** |  |  |
| **REGLUATORY COMPLIANCE****NCLB (2001) title x, part c: McKinney-Vento****Homeless Assistance Act, Title VII, Subtitle B** | **Comments/Details** | **Compliance Status** |
|  |  |  |
| **Professional Development** |  | **YES NO** |
| Provide timely, meaningful, and accurate professional development (PD) to school districts. |  |  |
| How does Regional Liaison assess the PD needs of school district liaisons? |  |  |
| Does Regional Liaison deliver meaningful PD in the essential components of homeless education (ex. Identifying students, enrollment, transportation, SIS reporting requirements) to school district liaisons? |  |  |
| Does Regional Liaison provide current training materials and resources to school district liaisons? |  |  |
| Does Regional Liaison secure pre-approval from ISBE for conference attendance or PD activities paid for from McKinney-Vento funds? |  |  |
| LEA Pre-School Directors/Administrators are included in professional development and technical assistance trainings. |  |  |
| **Additional Comments:** |  |  |
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| **Meeting Participation** |  | **YES NO** |
| Does Regional Liaison participate in Area V semi-annual meetings? |  |  |
| Does Regional Liaison participate in any Area V required activities paid for from McKinney-Vento subgrant funds? |  |  |
| Does Regional Liaison attend Continuum of Care (COC) meetings? A list of COC is maintained by the RL. |  |  |
| **Additional Comments:** |  |  |
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| **Selection, Technical Assistance, Monitoring & Evaluation of Subgrant Recipients** |  | **YES NO** |
| Does Regional Liaison conduct monitoring visits to school district liaisons one time during 3 year grant cycle? |  |  |
| Does Regional Liaison provide technical assistance to school district liaisons during 3-year grant cycle as requested? |  |  |
| Does Regional Liaison encourage participation of all school district liaisons in state or federal external evaluation efforts? |  |  |
| Does Regional Liaison monitor school districts through desk monitoring at least two times? |  |  |
| Can Regional Liaison provide a copy of monitoring tool that was used for McKinney-Vento school district monitoring visits? |  |  |
| Does Regional Liaison review district policies/websites to determine if adequate and up-to-date information is available to families regarding their rights under MK-V Homeless Education Law? |  |  |
| **Additional Comments:** |  |  |
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| **Data Collection, Analysis and Reporting** |  | **YES NO** |
| Does Regional Liaison ensure the homeless data is provided to school district liaisons as ISBE reports become available? |  |  |
| Does the Regional Liaisons analyze MKV student demographic, attendance, and academic achievement data to assess program effectiveness? |  |  |
| Does Regional Liaison provide training to school district liaisons in SIS data reporting? |  |  |
| **Additional Comments:** |  |  |
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| **Dispute Resolution Procedures** |  | **YES NO** |
| Provide current listing of ROE’s appointed Ombudspersons and contact information. |  |  |
| Does Regional Liaison ensure that all dispute resolution notices are forwarded to the State Homeless Coordinator within 3 days prior to the scheduled hearing date? |  |  |
| Does Regional Liaison ensure that all dispute resolutions are forwarded to the State Homeless Coordinator within 3 days of the Ombudsperson final written ruling along with applicable attachments? |  |  |
| Does the Regional Liaison ensure a written process for the prompt resolution of disputes regarding educational placement of homeless students is provided to parents or youth? |  |  |
| **Additional Comments:** |  |  |
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| **Technical Assistance** |  | **YES NO**  |
| Does Regional Liaison assist school district liaisons in ensuring each LEA has a McKinney-Vento homeless liaison? |  |  |
| Does Regional Liaison provide training for school superintendents, administrators, homeless education liaisons, and secretaries in McKinney-Vento and state requirements regarding the education of homeless children and youth? |  |  |

I certify that I have been given a copy of the monitoring visit and agree with the findings:

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 Regional Liaison (Printed) Signature of Regional Liaison Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Angela Reeter Date

 Area V Lead Area Liaison

All other attendees please print and sign your name below:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

Name of Attendee (Printed) Signature of Attendee Position of Attendee Date

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Name of Attendee (Printed) Signature of Attendee Position of Attendee Date