

October Cycle - General Provisions	Evidence	LEA Comments	Y N NA DR	
1. NCLB Complaint Procedures for Federal Programs (Administrative Manual)				
a. The LEA has NCLB Complaint Procedures	<input type="checkbox"/> NCLB Complaint Procedures are in a uniform format that parents can understand.		○ ○ ○ ○	
b. The LEA disseminates the NCLB Complaint Procedures yearly to all parents.	<input type="checkbox"/> Newsletters <input type="checkbox"/> Student Handbook <input type="checkbox"/> Newspaper or website (not only source)			○ ○ ○ ○
c. The LEA documents complaints and the resolution in a timely manner.	<input type="checkbox"/> Copies of complaints and resolutions <input type="checkbox"/> No complaints on file			
2. Nonpublic (NCLB, 1120)				
a. The LEA conducts timely consultations (before the LEA officials make any decision that affects the opportunity for private school children to participate) with nonpublic school officials in the project planning stage for Titles I.A, II.A, and III.	<input type="checkbox"/> Completed Public/Private Design for Educational Service (required) <input type="checkbox"/> Completed Nonpublic Participation Forms for Title I.A, II.A & III (do not need to upload) <input type="checkbox"/> Documentation of meetings with nonpublic school officials		○ ○ ○ ○	
b. Nonpublic services are delivered in a timely fashion (start of school year).	<input type="checkbox"/> No interruption in services for nonpublic schools for professional development activities <input type="checkbox"/> Third party contracts			○ ○ ○ ○
3. Title X, Part C: McKinney-Vento Homeless Education Program (NCLB, 1113) (applies to all LEAs)				

a. The LEA has documentation available showing a procedure is used by the LEA to survey the enrolled student body and identify those students who are homeless. These efforts are coordinated with school personnel and community agencies.

- Questions on the student enrollment form (required)
- Agendas, minutes of meetings, OR other forms of communication with community social and welfare service agencies, shelters, churches, etc. (required)

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b. The LEA identified homeless students enrolled in prior school year. If LEA did not have students enrolled, indicate zero.

- Number of homeless students enrolled in prior school year as reported in MOSIS. (If 1 or more homeless students are enrolled upload MOSIS Report).

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c. The LEA has board-adopted policies and procedures that ensure there are no barriers to the enrollment, attendance, and success of homeless children and youth.

- Copy of the policy which is in a uniform format that parents can understand.
- Copy of Board minutes showing board adoption date of Homeless policy

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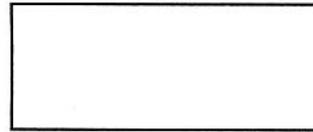
d. The LEA has identified a board-appointed district homeless coordinator.

- Name or position of board-appointed homeless coordinator (required)
- Copy of board minutes or board-adopted policy showing the appointment of the homeless coordinator. (required)

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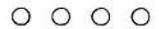
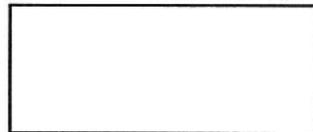
e. The local homeless coordinator is familiar with the definition of a homeless child and duties related to the homeless federal statute and other school personnel have been notified that the local homeless coordinator is responsible for these duties.

- Job description specifying the duties of the homeless coordinator (required)
- Meeting agendas, sign-in sheets, and minutes of meetings that include staff trainings and attendance, P.D., or other forms of communication notifying school personnel of the duties of the local liaison and needs/rights of homeless students (required).



f. The LEA has a board-approved process for the resolution of disagreements about eligibility and placement, with procedures for homeless families and youth to appeal decisions made by the LEA, including written explanations, clearly defined processes and provision of services during the appeal.

- Copy of board-approved process (required)
- List of disputes addressed, if applicable



g. Public notice of educational rights of homeless children and youth is disseminated in places where families and youth are likely to be present.

- Pictures of posters that are displayed (required)
- Brochures are available

