

# SNOHOMISH COUNTY SCHOOLS

## MCKINNEY-VENTO MEETING 5/19/17

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**IN ATTENDANCE:** 17 staff from 8 districts, 2 from Cocoon House & 1 from DSHS Children's Administration, Region 2.

| District        | First Name | Last Name | Title                                  |
|-----------------|------------|-----------|--|
| Arlington       | Cheryl     | Power     | Transportation Director                |
| Edmonds         | Leanne     | Brisbois  | McKinney-Vento Liaison                 |
| Edmonds         | Arlet      | Gess      | Transportation Dispatcher/MKV Router   |
| Everett         | Nancy      | Brown     | Routing Specialist                     |
| Everett         | Angelica   | Glaser    | Foster Care Coordinator                |
| Everett         | Gina       | Key       | Secretary, Categorical Programs        |
| Everett         | Amy        | Perusse   | McKinney-Vento Facilitator             |
| Marysville      | Deanna     | Bashour   | Categorical Programs Secretary         |
| Marysville      | Vanessa    | Jamison   | Route Analyst                          |
| Marysville      | Melissa    | VanZanten | Temp. Director of Categorical Programs |
| Monroe          | Barb       | Baanrud   | Transportation Router Days             |
| Monroe          | Mike       | Birch     | Transportation Supervisor              |
| Monroe          | Lisa       | Carlson   | Transportation Router Afternoons       |
| Northshore      | Jen        | Benson    | Director of Intervention Programs      |
| Snohomish       | Veronica   | Schmidt   | Transportation Supervisor              |
| Snohomish       | Andre      | Wright    | Transportation Dept.                   |
| Stanwood-Camano | Cayli      | Odegard   | Family Support Specialist/Liaison      |

### **INTRODUCTION**

Meeting was held at Everett Public Schools, Community Resource Center in Everett, WA. Call to order by Amy Perusse, MKV Administrative Assistant, Everett Public Schools, followed by introductions of attendees. OSPI data was presented, showing the numbers and percentages of [Homeless students in Snohomish County by School District for the 2015-16 School Year](#).

**Review and Approval of February 10, 2017 Minutes – Minutes were approved as distributed. [View/Print February, 2017 Minutes](#).**

### **Action Item Reports:**

#### **Transportation Operation Allocation:**

No updates at this time but if you have questions please contact Anna Esquibel of NW ESD.

## SNOHOMISH COUNTY SCHOOLS MCKINNEY-VENTO MEETING 5/19/17

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**Cocoon House:** Amy Perusse and Angelica Glaser met with Cocoon House (CH) reps, Claire Petersen and Travis Birse (both present), in February to discuss amending the Cocoon House “Release of Information/Student Needs Form.”

Claire and Travis presented the [New Cocoon House Form](#):

This is the form that the Cocoon House Case Manager/Staff should be sending to the district Foster or MKV Liaison to initiate the identification process and set up support for the student. The new form includes the name and address of the specific residence where the student is staying. This will be very helpful for transportation to be able to route and for liaisons to ensure the student’s contact information is getting updated correctly at the schools.

**Suggestion for future revisions:** Add space on the form, to indicate special transportation accommodations, such as a car seat when transporting a student who has a baby traveling with him/her, or any IEP/Medical accommodation.

There was some discussion regarding designating school buses as a “Safe Place.” Travis Birse, Education & Employment Coordinator with CH, suggested that we contact the Safe Place Coordinator to initiate this process and to determine whether this would be a possibility. Cocoon House has many other support services—they are not just a youth “shelter.”

Travis and the group discussed other important services available through Cocoon House:

- **U-Turn (Outreach)** where youth connect with support services and offers a safe place to hang out. Meal services, bathroom & laundry, and *much* more!

**For ages 12-20, located at 1421 Broadway Ave Everett, 98201**

**Hours:** Weekdays 2:00 - 6:30 pm and weekends 10:00 - 1:00 pm

**[Take a Virtual Tour by Clicking Here](#)** (*May need an updated browser to view*)

**Get Help 24/7:** Call or text 425.877.5171 or email [safeplace@cocoonhouse.org](mailto:safeplace@cocoonhouse.org).

**Help for Parents/Caring Adults:**

- **90 minute phone consultation with a master’s level therapist.**
- **Access to a variety of parenting classes.**
- **Support groups with parents just like you.**
- **Intensive seminar to improve your relationship with your teen.**

**Get Help:** Call 425.317.9898 or email [info@cocoonhouse.org](mailto:info@cocoonhouse.org).

**Travis Birse, Education and Employment Coordinator Cocoon House**

**Office:** 425.365.1144 **Email:** [travis.birse@cocoonhouse.org](mailto:travis.birse@cocoonhouse.org)

**Claire Petersen, Special Initiatives Manager Cocoon House**

**Office:** 425.259.5802 x129 **Email:** [claire.petersen@cocoonhouse.org](mailto:claire.petersen@cocoonhouse.org)

**Action Item:** Safe Place on school buses: Amy to connect with Julio Cortes and also whether the district would have any issues with this idea.

# SNOHOMISH COUNTY SCHOOLS

## MCKINNEY-VENTO MEETING 5/19/17

---

### **Shared Drive:**

*See shared Google Drive Folder*

Amy gave a brief overview of the Google Shared Drive. Thank you to Deanna Bashour of Marysville School District for setting this up. Please log in and check it out if you haven't already. Upload your Letter Templates and Forms here for easy access and idea sharing. (Please DO NOT store any confidential or student-related information on this site, but feel free to upload shared templates). *A Link was sent in a direct email to Snohomish County McKinney-Vento/Foster contacts. If your email is not on the list or you need access, email Deanna at [Deanna\\_bashour@mrsvl.k12.wa.us](mailto:Deanna_bashour@mrsvl.k12.wa.us)*

**Action Item:** We will continue to review this at future meetings to familiarize the group and encourage use of the shared drive.

### **Google Doc Training Session:**

Arlet Gess, of Edmonds School District, offered to host a training session to create MKV/Foster transportation requests from a fillable Google Doc. By creating an easy to fill in questionnaire; staff, student, or parent (depending on who you send the link to) can fill in the information for liaisons to identify transportation needs, request transportation changes, and could potentially even be used as an initial screening tool to determine eligibility. The data from the submitted form is instantly available in other formats like an excel spreadsheet for tracking purposes, and a pdf to send to the transportation departments for routing and sharing between districts. The idea was discussed that Arlet offer this instructional session an hour before or right after the next scheduled Quarterly Meeting, August 4th. If you are interested in attending this "How To" session please email Arlet Gess [gessa@edmonds.wednet.edu](mailto:gessa@edmonds.wednet.edu).

**Action Item:** Arlet will schedule the training and send out the invitation to others.

**\*Update:** **Two options for training are now available.** Thursday, July 13, 2017 at 9:00 am at Edmonds SD Transportation training room, or plan to stay later for our August 4<sup>th</sup> 2017 meeting and meet at the Everett Public Schools CRC building at 12:00 (bring a lunch or snack if you wish). *Setup will be for your own school district so bring all school information that you may need (email your docs to yourself: District Logo, Shelter, motel, addresses,. Name, Phone, Address for all Schools/Programs or MKV contact at school, etc...anything you would like added to a drop down menu.*

*Arlet will share her form for us to start with as a template.*

**Please Register for One or Both classes [HERE](#) if you plan to attend**

## SNOHOMISH COUNTY SCHOOLS

### MCKINNEY-VENTO MEETING 5/19/17

---

#### **Snohomish County districts coordination of Homeless Transportation:**

There has been interest in the past to pursue the idea of a cooperative fleet of buses & drivers to help serve a more extensive service area. Mike Sullivan had planned research. MSD reps will check in with Mike to see where this plan is in the process and whether he wishes to remain involved.

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| <b><u>Action Item:</u></b> Review this idea at the next meeting to decide whether/how to proceed |
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#### **Foster Care** *Reflections thus far (comments from the group):*

- It has been nice to see agencies and school districts coming together to meet the needs of the students in Foster Care, coordinating with each other and social workers.
- Discussion on tracking Foster vs MKV in our data bases. Nancy in Everett, mentioned Versatrans has a "Home Boundary" field where you can enter the school district where the student resides (district that you share transportation with). This is a helpful identifier for transportation departments to use to analyze data.
- MKV and Foster overlap can be difficult to track. Some youth were MKV, now entered Foster Care and some were in Foster now reunited with bio parents but are doubled up or in shelters and become MKV.
- There is also confusion as to whether students in Foster Care are considered Unaccompanied Homeless Youth (UHY) or is Children's Administration considered their legal guardian? What about during the time before the shelter care hearing?
- Some districts say "they do not provide out-of-district transportation." The reminder was made that districts must work together to transport MKV & Foster Care Students, as long as it is "feasible," bringing Children's Administration in on the conversation for Foster students. *This is a topic that may need to be re-visited as what is feasible for one district may not be for another.*
- If the district will not, or cannot, transport they are required to find alternative transportation or can agree to share the costs equally for MKV students-- is this the case with foster?
- Foster rules expand to include Children's Administration, as they may have other options that the district is not aware of.
- The topic of students riding with staff in their own vehicles, was brought up. It was clarified that this is *sometimes* done on a case-by-case basis and varies by school district; it is strongly advised that you contact the Risk Management Department in your district before using this option. Most districts in our area **require staff to have a special license to transport students**, and may be required to have an additional person in the vehicle at all times.

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| <b><u>Action Item:</u></b> Clarify with OSPI as to whether students in Foster Care are also considered UHY? More training around the Foster guidelines is needed. This conversation will continue as we learn more. |
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# SNOHOMISH COUNTY SCHOOLS

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### **Central Pick up coordinated with Boys & Girls Club (Deanna & others):**

Marysville applied for, and was awarded, a grant to work with the Marysville B&G Clubs to develop a “Central Drop-Off Location” for Marysville students being transported into their district from other locations. To be clear: the shared partnership with the Boys & Girls Club and Marysville School District is not considered “childcare.”

The B&G Club offers a safe place for youth to access academic support, complete homework, build social skills, and have access to bathrooms and snacks. They offer a reduced rate to families and transports to many schools. Deanna explained that this solution has simplified transportation for both transportation departments and has prevented many youth from having to ride along while drivers complete the earlier routes for older siblings. They started with a small pilot group of students in order to work through establishing a process and are currently working to add others.

Monroe reports that they have now successfully established a similar model in their district and that their partnering B & G Club has been a willing participant; excited to help serve these families.

Everett has started the conversation with their North Everett B&G Club and are in the planning stages, hoping to initiate a similar model this fall. Amy distributed Boys & Girls Clubs contact information for the region and explained that she was told by the director in Everett, that each club runs like a franchise and has their own guidelines for certain guidelines. For example, clubs may have different days and hours that they are open, different number of youth they can serve, or a different selection of activities available.

Grants may be an option to help develop and support these partnerships, HSSP grants are available applications are due June 5, 2017. Other grants may be available from community agencies like United Way or Tulalip Cares (serving all of Snohomish County).

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| <p><b><u>Action Item:</u></b> Other districts to explore replicating partnerships with Boys and Girls Clubs or YMCA’s. Report back at future meetings.</p> |
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### **Homeless Student Stability Program (HSSP) Grant:**

*In 2016 the Legislature passed the Homeless Student Stability and Opportunity Gap Act, to amend state laws related to improving educational outcomes for homeless students through increased identification services, in-school supports, and housing stability.*

Amy explained that a HSSP grant, which ends at the end of June, was awarded to EPS this year and developed a partnership with the YWCA. The HSSP Grant focused obtaining or maintaining housing by providing some move-in costs and rental assistance as well as other flex funds for eligible families. Many families were referred and resulted in many prevented from becoming homeless or needing MKV services. EPS will apply for the HSSP Grant again this year, which may look a little different. Please contact Amy Perusse if you want more details about Everett’s experience with this HSSP Grant or the partnerships established with the YWCA through this initiative.

# SNOHOMISH COUNTY SCHOOLS

## MCKINNEY-VENTO MEETING 5/19/17

---

### **End of the school year processes:**

- MKV students cannot be removed from support until the end of the academic year that they are believed to have found stable housing.
- MKV parent/guardian/UHY must be notified of removal from the program and provided with appeal rights.
- Buildings in your District should be informed of students who are being removed from MKV and be watchful for variance requests.
- Provide Summer Resources to families, including summer meal programs.
- Post any other summer resources to the Google Shared Drive.

### **Resources:**

- OSPI MKV School-Staff Resource Book:  
<http://www.k12.wa.us/HomelessEd/pubdocs/School-Staff-Resource.pdf>
- Project Homeless Connect is coming! Thursday, July 20, 2017  
Evergreen Middle School [7621 Beverly Ln. Everett](#) 9 a.m. - 2 p.m.  
Direct services are provided on site to help combat homelessness and related issues  
**Download Project Homeless Flyers:**  
[Flyer in English Only](#)  
[Flyer in English on side 1, Spanish on side 2](#)  
[Flyer in English on side 1, Russian on side 2](#)
- **WIN 211** is a very comprehensive online resource for specific and/or general services available in your service area. Food banks, housing, medical, transportation, and mental health resources are just a few of the treasures you will find at this site. You can create your own *personalized*, directory of resources within minutes to pass on to a family or student in need. You can search and print/email/map/export to excel/create a customized directory and view on interactive map. Plus you can *use the translate option* for about a hundred languages AND it is updated regularly by VOA.  
Go to: <https://www.resourcehouse.info/win211/Index>

### **FUTURE MEETINGS AND FOCUS:**

Future Meeting dates and times will remain as scheduled. The only exception will be the meeting on August 4, 2017, for those who want to participate in the “How To” session for Google Docs. Please plan to stay until 1:00.

#### ***Upcoming meeting dates:***

***August 4, 2017 Everett Public Schools Community Resource Center 10:00 – 12:00***

**Please send your suggested agenda items for future meetings to**  
**[aperusse@everettsd.org](mailto:aperusse@everettsd.org)**