**AB 1806**

**Graduation Requirements for Homeless Students**

**NEW DOCUMENTS**

To: HIGH SCHOOL PRINCIPALS

Documents for: ADMINISTRATORS, COUNSELORS, GUIDANCE STAFF

The new, revised documents listed below contain new language and clarification on homeless student rights and contain information related to new laws.

**4 New Documents**

* AB 1806 Process
* AB 1806 Notification
* AB 1806 Exemption
* AB 1806 Summary- Homeless Students: Expulsion Notification, Graduation Requirements, Partial Credit for Coursework

Review and research current & new laws related to homeless students at:

<https://leginfo.legislature.ca.gov/faces/codes.xhtml>; https://www.congress.gov;

[www.cde.ca.gov](http://www.cde.ca.gov)

**For questions, contact Darius Brown**

**Santa Clara County Office of Education**

**This is a revised PROCESS with new language. Do not use the old form(s).**

**Please note that eligibility is based on years in high school, not grade level (see criteria below)**

**Graduation Requirements for Homeless Students**

**AB 1806 PROCESS**

Effective Jan 1, 2015: LEA’s "...*shall exempt a homeless pupil who transfers between schools any time after the completion of the pupil's second year of high school, from all coursework and other requirements that are in addition to the statewide coursework requirements, unless the school district makes a finding that the pupil is reasonably able to complete the school district’s graduation requirements in time to graduate from high school by the end of the pupils' fourth year of high school.*" *"To determine whether a homeless pupil is in the third or fourth year of high school, either the number of credits the pupil has earned to the date of transfer or the length of the pupil’s school enrollment may be used, whichever will qualify the pupil for the exemption."*

![C:\Documents and Settings\monicamc\Local Settings\Temporary Internet Files\Content.IE5\WIPK9E5A\120px-Check_mark_23x20_02.svg[1].png]()**STEP 1: REVIEW: The student must meet both criteria below ( ), on or after Jan 1, 2015.**

![C:\Documents and Settings\monicamc\Local Settings\Temporary Internet Files\Content.IE5\WIPK9E5A\120px-Check_mark_23x20_02.svg[1].png]()The student transferred between schools any time after completing her/his 2nd year of high school ***AND***

![C:\Documents and Settings\monicamc\Local Settings\Temporary Internet Files\Content.IE5\WIPK9E5A\120px-Check_mark_23x20_02.svg[1].png]() The student was an McKinney-Vento homeless student on the day of the transfer.

Look in: Infinite Campus or your LEA’s Student database> Flags( tab)> Homeless Flag. The date of the transfer between schools must fall within the date range of a homeless flag.

**IF BOTH CRITERIA ARE NOT MET, STOP HERE**

**IF BOTH CRITERIA ARE MET, VERIFY HOMELESS STATUS- Step 2**

**STEP 2. VERIFY HOMELESS:** Contact your district’s McKinney-Vento Liaison Monica

Send:

* A request for an AB 1806 homeless verification
* Student initials & Student ID #
* Your name, Title, school, and phone

**IF NOT VERIFIED, STOP HERE**

**IF VERIFIED, SEND AB 1806 NOTIFICATION LETTER- Step 3**

**STEP 3. AB 1806 NOTIFICATION letter (Jun 2016)** - to Educational Rights Holder (ERH) & Student

*Within 30 Calendar days of the date that a homeless pupil who may qualify for this exemption transfers into a school, the school district shall notify the pupil, the parent/educational rights holder, and district Homeless Program Coordinator of the availability of the exemption and whether (or not) the pupil qualifies for an exemption.*

• Review student transcripts for AB 1806 eligibility, fill in *AB 1806 Notification* letter, & check box

 Indicating whether student is not eligible or is eligible for the exemption.

 • Send the AB 1806 Notification letter to the student and ERH with these attached documents:

 *Homeless Students- Summary of Rights (Jun 2016)*

 *Homeless Students- Responsibilities of the Educational Rights Holder (Jun 2016)*

**STEP 4. AB 1806 Exemption (Jun 2016) - For Eligible students only** (is eligible for AB 1806 Exemption). If an eligible student/ERH requests an Exemption, schedule a meeting as soon as possible. At the meeting, review & complete *AB 1806 Exemption* (Jun 2016) form with student/ERH and cc appropriate individuals.

For Laws: <https://leginfo.legislature.ca.gov/faces/codes.xhtml>; https://www.congress.gov

Santa Clara County Office of Education

Graduation Requirements for Homeless Students

**AB 1806 NOTIFICATION**

***The Educational Rights Holder is the adult who has the legal right to make educational decisions for a student***

***or a student who has the legal right to make her/his own educational decisions.***

Effective January 1, 2015, pursuant to Section 51225.1 of the Education Code, California Assembly Bill 1806 modified the graduation requirements for pupils (students) who are homeless, as defined in Section 1143a(2) of Title 42 of the U.S. Code. Under certain circumstances, the bill will require a school district to exempt a pupil who is homeless from all coursework and other requirements that are in addition to the statewide coursework requirements.

A homeless pupil who transfers between schools any time after the completion of the pupil's second year of high school shall be exempt from LEA’s coursework & requirements that are *in addition* *to* statewide coursework requirements, unless the pupil is reasonably able to complete LEA’s requirements by the end of the pupil's fourth year of high school.

Within 30 Calendar days of the date that a homeless pupil who may qualify for this exemption transfers into a school, the school district shall notify the pupil, the Educational Rights Holder, and district Homeless Program Coordinator of the availability of the exemption and whether the pupil qualifies for an exemption.

***If this student has been misidentified as homeless, please immediately contact your District’s Homeless Program Liaison.***

Student full name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Student ID\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Student transferred between schools any time after completing her/his 2nd year of high school
* Student was an McKinney-Vento homeless student on the day of the transfer

After reviewing the academic transcripts for AB 1806 Eligibility:

 The student is not eligible for the AB 1806 exemption: The student is reasonably able to

 complete all LEA graduation coursework and requirements by the end of her/his fourth

 year of high school.

 The student is eligible for the AB 1806 exemption: The student will not be able to complete

 LEA graduation coursework & requirements by the end of her/his fourth year of high

 school. To obtain this Exemption or receive more information, contact the school or the

 student’s high school Counselor. Please submit a copy of this letter with your request.

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

Counselor/Administrator (Print) Sign Title Date

School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_

**Attachments:** Homeless Students- Summary of Rights (Apr 2016)

 Homeless Students- Responsibilities of the Educational Rights Holder (Apr 2016)

 **cc to:** Parent/Educational Rights Holder **AND** Student

 District Files, if applicable: Counselor's Office / Upload to IC / Student's IEP

 Homeless Program Liaison:

For Laws: <https://leginfo.legislature.ca.gov/faces/codes.xhtml>; https://www.congress.gov; [www.cde.ca.gov](http://www.cde.ca.gov)

August 2017

Santa Clara County Office of Education

Graduation Requirements for Homeless Students

**AB 1806 EXEMPTION**

Student Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID\_\_\_\_\_\_\_\_\_\_\_\_\_ School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_Zip\_\_\_\_\_\_

Pursuant to Section 51225.1 of the Education Code, California Assembly Bill 1806 modified the high school graduation requirements for homeless youth. Under certain circumstances, the bill requires a school district to exempt a homeless student from all coursework & other requirements that are in addition to the statewide coursework requirements. If exempt, the student must be allowed to graduate under California state-mandated graduation course requirements (the state minimums).

**Eligibility Review for AB 1806 -- All must be checked Discuss with student & educational rights holder**

 ☐ Student transferred between schools any time after completing ● How graduating with reduced requirements will affect

 her/his 2nd year of high school admission to postsecondary schools

 ☐ Student was an M-V homeless student on the day of the transfer ● Transfer opportunities through CA Community Colleges

 ☐ Student is not able to complete all LEA’s graduation ● How staying in high school a 5th year will affect

 requirements by the end of student's 4th year of high school postsecondary school admission

  **●** If reasonably able to complete LEA graduation requirements within a 5th year of high school, of the

 option to remain in high school a 5th year

Student and Educational rights holder: Accepts Exemption Declines Exemption

Educational Rights Holder (print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_

Student (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_

Counselor/ Administrator (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_

 Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If student is in special education, include this exemption in the student's Individual Education Plan.**

Special Education Teacher (print)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sign \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_

**IF EXEMPTION IS GRANTED**

Fill in this box when student has completed all California state-mandated graduation requirements

 When completed, submit student's name for graduation & diploma.

 The student completed all California requirements for school year 20\_\_ - 20\_\_

 on this date \_\_\_-\_\_\_-\_\_\_\_\_\_

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

 Counselor/ Administrator (print) Sign Title Date

 School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_

 **cc to:** Parent/Educational rights holder **AND** Student

 District Files, if applicable: Counselor's Office / Upload to IC / Student's IEP

 Homeless Program Liaison:

**Educational rights holder/ Student: DO NOT LOSE THIS FORM.**

**This Exemption form will not be included with your transcript record.**

For Laws: <https://leginfo.legislature.ca.gov/faces/codes.xhtml>; https://www.congress.gov; [www.cde.ca.gov](http://www.cde.ca.gov)

 August 2017

**Santa Clara County Office of Education**

**AB 1806 SUMMARY-Homeless Students**

**Expulsion Notification, Graduation Requirements, Partial Credit for Coursework**

Assembly Bill 1806 became law January 1, 2015. The law, covering homeless & foster youth, amends the education code to provide homeless youth with some of the protections that were originally provided to foster youth (under AB 167). The law covers expulsion recommendations, partial credit, and exemption from LEA graduation requirements.

**PUPIL EXPULSION**

• If a pupil has an IEP and a decision to recommend expulsion is at the discretion of the Principal or Superintendent, the LEA Homeless

 Program Liaison shall be invited to the IEP meeting that makes the manifestation determination.

• If an expulsion recommendation is a discretionary act, the LEA Homeless Program Liaison shall be notified at least 10 days before the

 expulsion hearing.

• If an expulsion recommendation is required, the LEA Homeless Program Liaison may be notified at least 10 days before the expulsion hearing.

**EXEMPTION FROM GRADUATION REQUIREMENTS**

• A homeless pupil who transfers schools any time after the completion of the their 2nd year of high school shall be exempt from LEA’s

 coursework & requirements that are in addition *to* statewide coursework requirements, unless the pupil is reasonably able to complete

 LEA’s requirements by the end of their 4th year of high school.

• If a pupil is reasonably able to complete LEA’s graduation requirements within a fifth year of high school, the school district shall do all the

 following:

 º Notify the pupil & educational rights holder of pupil’s option to remain in school for a fifth year

 º Inform pupil & educational rights holder how completing a fifth year will affect postsecondary school admission

 º Provide pupil with information about transfer opportunities available through California Community Colleges

• To determine whether a pupil is in the third or fourth year of high school, LEA can use either the number of credits earned to the date of

 transfer or the length of the pupil’s school enrollment, *whichever will qualify for the Exemption.*

• Within 30 days of the date that a pupil may qualify for the exemption transfers into a school, LEA shall notify the pupil, educational rights

 holder, and the Homeless Liaison of the availability of the exemption and whether the pupil qualifies for an exemption. *If the LEA fails*

 *to provide timely notice to a student who qualifies for an exemption, the student shall be eligible for the exemption once notified, even if no*

 *longer homeless.*

• If a pupil with an exemption completes state requirements before the end of the pupil’s 4th year in high school, and the pupil would

 otherwise be entitled to remain in school, LEA shall not require or requestthat the pupil graduate before the end of the pupil’s 4th year

 of high school.

• If a pupil obtains an exemption, LEA shall:

 º Notify the pupil and educational rights holder of how the exemption will affect postsecondary school admission

 º Provide information about transfer opportunities available through the California Community Colleges

• A pupil who qualifies for the exemption shall not be required to accept the exemption or be denied the opportunity to enroll in and complete

 all courses for which the pupil is eligible, regardless of whether the courses fall under statewide graduation requirements.

• A pupil who qualifies for the exemption may request it at any time, and LEA shall grant the exemption even if the pupil previously declined

 it.

• Once granted, the exemption cannot be revoked. *While the pupil is enrolled in school, the exemption shall continue to apply even after a*

 *pupil is no longer homeless or if the pupil transfers to another school or school district.*

• LEA shall not require or request that a pupil transfer schools in order to qualify for the exemption.

• A pupil, the educational rights holder, or the Homeless Coordinator shall not request a high school transfer solely to qualify a pupil for an

 exemption.

**PARTIAL CREDIT FOR COURSEWORK**

• LEA shall issue full or partial credit for coursework satisfactorily completed by the pupil while attending another school (public, nonpublic,

 juvenile, agency, etc.), even if the pupil did not complete the entire course.

• Credits shall be applied to the same or equivalent course, if applicable, as the coursework completed in the prior school. If partial credit is

 awarded, the pupil shall be enrolled in the same or equivalent course, if applicable, in order to complete the course.

• A pupil shall not be required to retake a course if it was satisfactorily completed in another school. If the pupil did not complete the course,

 the pupil shall not be required to retake the portion that was completed unless LEA, in consultation with the educational rights holder,

 determines that the pupil is reasonably able to complete the requirements in time to graduate.

• Pupils cannot be *prevented* fromretaking or taking a course in order to meet CSU or UC eligibility requirements.

For Laws: <https://leginfo.legislature.ca.gov/faces/codes.xhtml>; https://www.congress.gov;

 [www.cde.ca.gov](http://www.cde.ca.gov)