

**STAC CHILD ID**

**STAC-202**  
 HOMELESS DESIGNATION

**Designation of School District of Attendance for a Homeless Child**

Submitted by:  Local Dept of Social Services (DSS)  
 Designated School District of Attendance (PSD)

<b>1. NAME OF CHILD</b>	<input type="text"/>	<b>2. DATE OF BIRTH</b>	<input type="text"/>	<b>3. GENDER</b>	<input type="text"/>
	<b>LAST NAME</b>		<b>MONTH DAY YEAR</b>		<b>M F</b>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<b>FIRST NAME</b>	<b>M.I.</b>	<b>4. SOCIAL SECURITY NUMBER</b>		

<b>5. Racial/Ethnic Category of Child (See definitions on reverse side of last page.)</b>	<b>6. GRADE LEVEL FOR WHICH PLACEMENT IS SOUGHT</b>
American Ind or Alaskan Native <input type="checkbox"/> Asian or Pacific Isl. <input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> White <input type="checkbox"/>	<input type="text"/>
<b>7. COMPLETE ADDRESS BEFORE CHILD/FAMILY BECAME HOMELESS</b>	<b>NYS SCHOOL DISTRICT OF ATTENDANCE BEFORE BECOMING HOMELESS</b>
<input type="text"/>	<input type="text"/>
<b>8. COMPLETE ADDRESS OF CURRENT LOCATION</b>	<b>NYS SCHOOL DISTRICT OF CURRENT LOCATION</b>
<input type="text"/>	<input type="text"/>
<b>DATE CHILD/FAMILY PLACED IN TEMPORARY HOUSING</b>	<b>NYS SCHOOL DISTRICT WHERE LAST ENROLLED AS A HOMELESS STUDENT</b>
<input type="text"/>	<input type="text"/>
<b>9. DATE DISTRICT OF ATTENDANCE CHOSEN</b>	<b>NYS DESIGNATED DISTRICT OF ATTENDANCE</b>
<input type="text"/>	<input type="text"/>
<b>10. DATE PLACED IN PERMANENT HOUSING</b>	
<input type="text"/>	

*One of four school districts may be chosen to provide the education component: the school district of attendance before becoming homeless, the school district of current location, the school district where last enrolled as a homeless student or a school district participating in a Regional Placement Plan. This designation may be changed either prior to the end of the first semester of attendance or within 60 days of making this designation, whichever occurs later.*

<b>12.</b>	NAME OF PARENT OR PERSON IN PARENTAL RELATIONSHIP	AREA CODE	TELEPHONE NUMBER
<b>13.</b>	SIGNATURE OF PERSON IN PARENTAL RELATIONSHIP TO CHILD	DATE	
	<i>IT HAS BEEN REPORTED TO ME THAT THIS CHILD IS UNDER THE AGE OF 21 YEARS AND IS THEREFORE ELIGIBLE FOR EDUCATIONAL SERVICES. THE CHILD HAS BEEN ADVISED OF HIS/HER RIGHT TO DESIGNATE THE SCHOOL DISTRICT OF ATTENDANCE.</i>		
<b>14.</b>	PRINT NAME OF LOCAL DSS OR SCHOOL DISTRICT REPRESENTATIVE	TITLE	
<b>15.</b>	SIGNATURE OF LOCAL DSS OR SCHOOL DISTRICT REPRESENTATIVE	DATE	
<b>16.</b>	PLACEMENT COUNTY <input type="text"/>	AREA CODE	TELEPHONE NUMBER
	Local DSS use only		

Please read the instructions on the reverse side before completing this form

RETURN TO	NEW YORK STATE EDUCATION DEPARTMENT STAC & SPECIAL AIDS UNIT ROOM 514W, EB ALBANY, NEW YORK 12234
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**INSTRUCTIONS FOR COMPLETING THE STAC-202 FORM**  
**Designation of School District of Attendance for a Homeless Child**

*Education of homeless children means 1) a child or youth who lacks a fixed, regular, and adequate night-time residence, including a child or youth who is (i) sharing the housing of other persons due to a loss of housing, economic hardship or a similar reason; (ii) living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; (iii) abandoned in hospitals; (iv) awaiting foster care placement; or, (v) a migratory child, as defined in § 1309(2) of the Elementary and Secondary Education Act of 1965, as amended, who qualifies as homeless under any of the provisions of clauses (i) through (iv) of this subparagraph or subparagraph two of this paragraph; or 2) a child or youth who has a primary nighttime location that is (i) a supervised publicly or privately operated shelter designed to provide temporary living accommodations including, but not limited to, shelters operated or approved by the state or local department of social services, and residential programs for runaway and homeless youth established pursuant to article nineteen-H of the executive law; or (ii) a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a child or youth who is living in a car, park, public space, abandoned building, substandard housing, bus or train stations or similar setting.*

1. Enter the youth's complete last name and first name. Do not use nicknames.
2. Enter the youth's date of birth.
3. Place a check ( ) in the box which identifies the gender of the youth.
4. Enter the youth's social security number, if known.
5. Place a check ( ) in the box which identifies, to the best of your knowledge, the racial/ethnic category (definitions below) the youth most identifies with:

**Definitions of Racial/Ethnic Categories:**

- 1) **American Indian or Alaskan Native** - A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.
- 2) **Asian or Pacific Islander** - A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.
- 3) **Black** - A person having origins in any of the black racial groups of Africa.
- 4) **Hispanic** - A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- 5) **White** - A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

6. Enter the grade level for which placement is being sought.
7. Enter the complete last permanent address and school district prior to becoming homeless:  
The last address where the youth had resided prior to becoming homeless;  
The name of the school district which served the area where the child resided prior to becoming homeless. (Refer to the Directory of Public Schools and Administrators in New York State.)
8. Enter the complete name/address of current temporary housing, the date of residency, and the school district in which the housing is located.  
If location is confidential, indicate only the school district of location.  
The child's address of current location;  
The date the child moved to current location;  
The name of the school district of current location. (Refer to the Directory of Public Schools and Administrators in New York State.)
9. Enter the name of the designated school district of attendance and date of designation. One of the following three districts may be designated to provide the educational component:  
District of attendance before becoming homeless;  
District of current location of temporary housing;  
District participating in a Regional Placement Plan (RPP)
10. Enter, if known, the date the child moved to permanent housing and is no longer eligible as a homeless student.
11. Place a check ( ) in the box/es, if appropriate, indicating that the school district of attendance is other than the district of origin (district of attendance before becoming homeless) or the district of current location;  
District participating in a Regional Placement Plan (RPP)  
District of previous temporary housing location (previous host district).
12. Print the name and telephone number of the designator:  
The complete first and last name of the parent or person in parental relationship;  
The current telephone number where the designator can be reached.
13. The signature of the designator and current date.
14. Print the name of the local Department of Social Services/School District representative and title.
15. The signature of the local Department of Social Services/School District representative is required attesting that this child has moved to temporary housing. A telephone number is required in case the STAC & Special Aids Unit has questions relating to the information provided.
16. The name of the local Department of Social Services that has placed the child in temporary housing.

NOTE: Copies should be distributed to the following: State Education Department, Designated School District of Attendance, Public School District of Attendance before becoming homeless, Parent/Guardian, Local DSS (when placed by DSS)