

# North Carolina Homeless Education Program

## McKinney-Vento Data Collection Webinar

Presented By

Patricia Lentz, Program Specialist



NC Homeless Education Program located at the SERVE Center at UNCG



North Carolina Department of Public Instruction

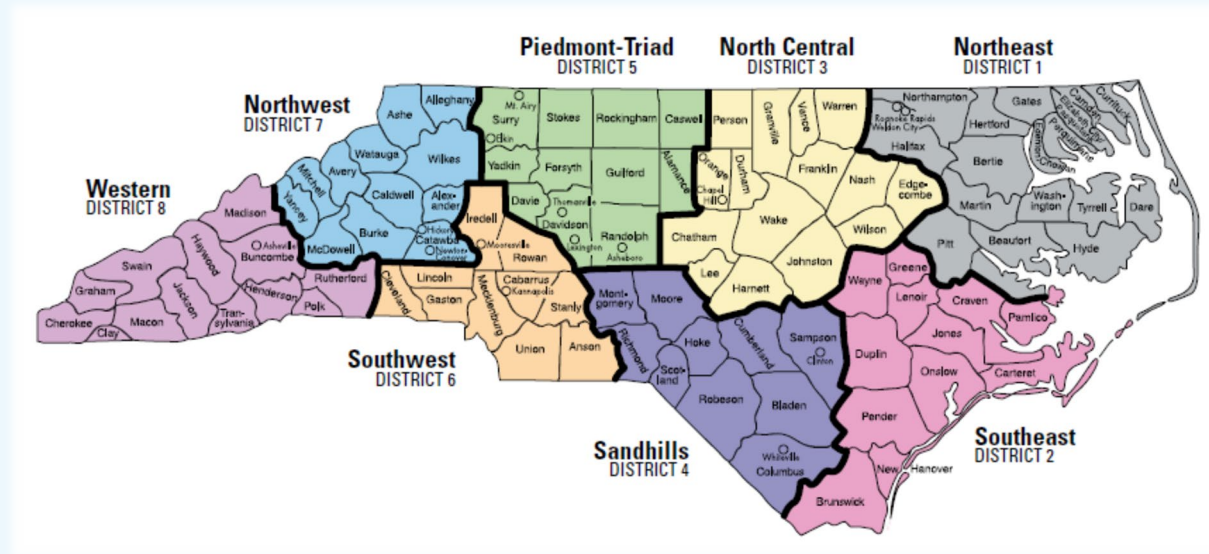


# Data Collection FAQ

Submit questions throughout the year to your regional Program Specialist.

**Patricia Lentz**  
Program Specialist  
for all Charters

[plentz@serve.org](mailto:plentz@serve.org)



**Neely Laurens**  
Program Specialist  
for all LEAs

[alaurens@serve.org](mailto:alaurens@serve.org)

Questions with responses will be posted monthly to NCHPEP's website on the Data Collection Page located at:

<https://hepnc.uncg.edu/data-collection/>.



# Data Collection Dates in PowerSchool/Home Base

**Opening Date**

**October 15, 2020**

**Closing Date**

**June 15, 2021**

## PLEASE NOTE:

- Once data are submitted and approved, you will not be able to go back into the program to delete, edit, or add student information.



# McKinney-Vento Data Collection

**IT'S REQUIRED!**

U. S. Department of Education requirement  
for

All LEAs, charter schools and lab schools – **once annually!**

**Even if you have “0” students to report.**



# PowerSchool Access/ Technical Assistance

The PowerSchool Coordinator should:

- Work with the Homeless Liaison to:
  - Assist with accessing the system,
  - Set appropriate user rights, and
  - Provide assistance with any technical issues associated with PowerSchool.
- Determine the level of user rights the Homeless Liaison will be given.



# Who to Include in Reporting

- Any student who:
  - Has been enrolled in your LEA/charter school at any point during the academic year, AND
  - Was identified as McKinney- Vento during the current academic year.
- Any preschool-aged (Birth - 5 yrs. – not Kindergarten) sibling of an identified student who:
  - Is also living in the same or another qualifying McKinney-Vento situation.
- Any school-aged, out of school sibling of an identified student, who:
  - Is also living in the same or another qualifying McKinney-Vento situation.

# System Reminders

- End-of-Year Processing no longer preloads students from the prior academic year.
- Homeless data can be exported into an “ExportHomeless.csv” file with the “Export All Data” function within the “LEA Office” view designation.
- CECAS and Migrant students can be captured in homeless data collection.
- Additional columns are available within student lists to enable users to work with homeless data of the prior academic year after end-of-year processing.
- All students must show “modified” status before final submission can be made.
- There is no provision for bulk uploads.
- Submissions will be blocked until late spring to prevent premature “approvals.”



# Getting Started: Q & A

**Q: Why don't I see 'Homeless' page/option on the left side menu?**

A: User has not been added to the group that has access to those pages.

**Q: Why don't I see the 'Edit' link?**

A: User was given read-only access instead of View & Modify.

**Q: Why don't I see the 'Save' button on the detail page?**

A: Security group's 'Access Level' must be set up as 'View & Modify' for whatever 'Accessible Student Screens' are needed, instead of 'View Only'. The group's 'Page Level Privilege' must be set up as 'Full', instead of 'Group default'.

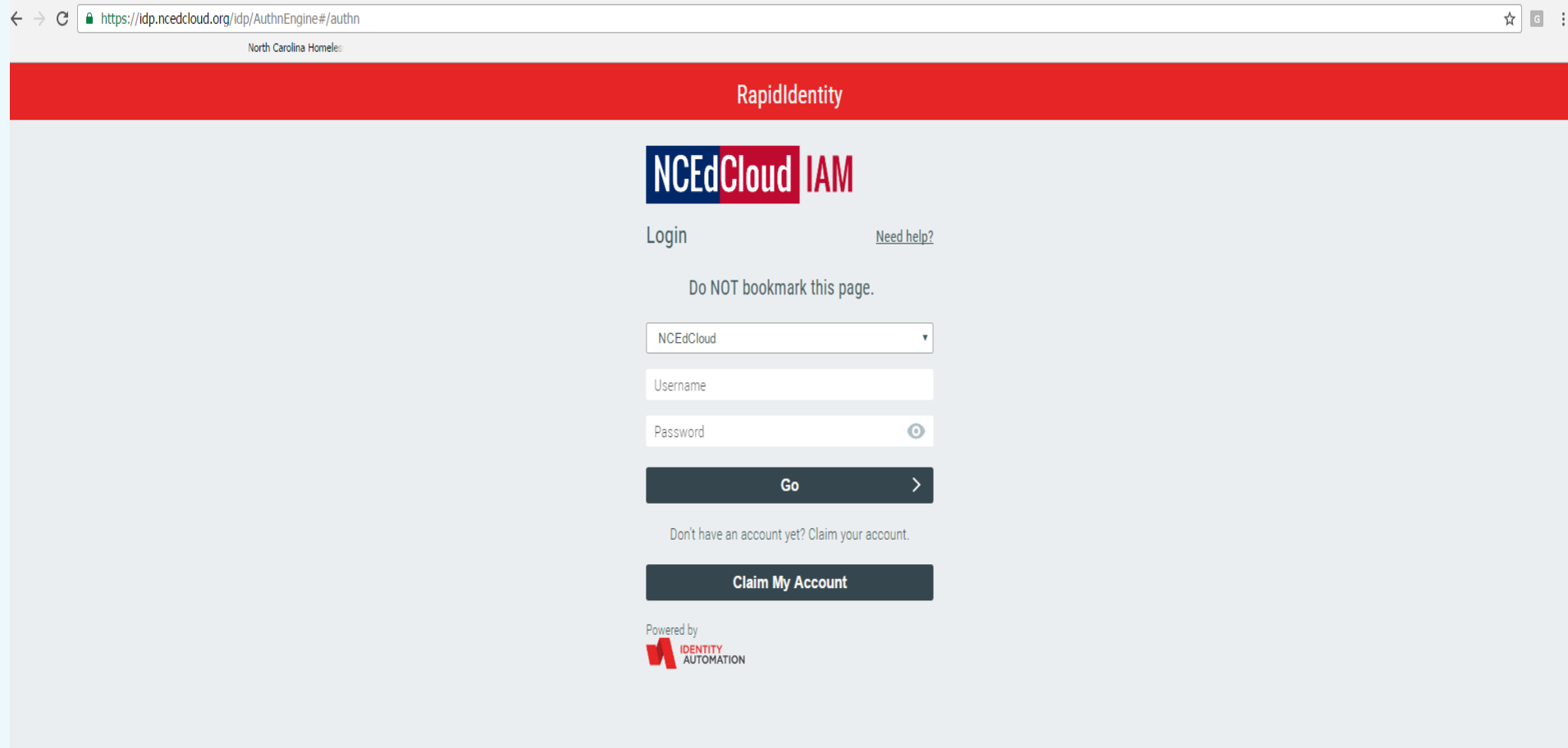
**Q: Why don't I see the 'Approve' button?**

A: Not all the required data have been entered. There are still 'Not Modified (NM)' records left to modify.





# Home Base Data Collection Tool



The screenshot shows a web browser window with the address bar displaying <https://idp.ncedcloud.org/idp/AuthnEngine#/authn>. The page has a red header with the text "RapidIdentity". Below the header, the "NCEdCloud IAM" logo is centered. The login section includes a "Login" link, a "Need help?" link, and a warning: "Do NOT bookmark this page." There is a dropdown menu currently set to "NCEdCloud". Below this are input fields for "Username" and "Password" (with a toggle eye icon). A dark "Go" button with a right arrow is positioned below the password field. At the bottom of the login section, there is a link "Don't have an account yet? Claim your account." and a dark "Claim My Account" button. The footer of the page states "Powered by" followed by the "IDENTITY AUTOMATION" logo.

North Carolina Homeless Education Program

Accessible through NCEdCloud




# Homeless Pages Link

- “School” selection at the top right = “LEA office”
- Scroll down left side bar to “Federal” and click on “Homeless”

The screenshot shows the PowerSchool web application interface. The top header includes the PowerSchool logo (circled in red), a 'Welcome,' message, and links for 'Help' and 'Sign Out'. On the right side of the header, the 'School: LEA Office' and 'Term: 16-17 Year' are displayed (circled in red). The left sidebar contains a 'Functions' menu with items like Attendance, Daily Bulletin, and Enrollment Summary. Below this is a 'Reports' section with System Reports, ReportWorks, State Reports, and Standalone Reports. The 'People' section includes Student Search, Staff Search, Parent Search, and 'Enroll New Student' (circled in red). At the bottom of the sidebar is the 'Federal' section, which contains 'CTE', 'Concentrator Survey', 'CTE Reports', 'Title X', and 'Homeless' (circled in red). The main content area is titled 'Start Page' and has tabs for 'Students', 'Staff', and 'Parents'. It features a search bar with a magnifying glass icon and a 'SN' button. Below the search bar is a row of letters A through Z. Further down is a row of numbers -8 through 15, followed by letters M, F, and A. The 'Statewide Student Search' link is circled in red. Below this is a 'Current Student Selection (0)' section with a message 'The current selection is empty.' and buttons for 'Select By Hand' and 'Print Mailing Labels'. At the bottom is a 'What's New' section with a link to 'Read more...'. A small 'PowerSchool Mastery in Minutes' banner is visible in the top right of the main content area.






# Data Collection Home Page

 PowerSchool

Help | Sign Out

School: LEA Office Term: 17-18 Year

Start Page > Homeless > Home



**Functions**

Attendance

Daily Bulletin

Enrollment Summary

Master Schedule

Dashboard

Special Functions

Teacher Schedules

**Reports**

System Reports

ReportWorks

State Reports

Standalone Reports

**People**

Student Search

Staff Search

Parent Search

Enroll New Student

New Staff Entry

New Parent Entry

**Federal**

**CTE**

Concentrator Survey

CTE Reports

**Title X**

Homeless

**Setup**

LEA

System

Database

**Homeless**

Home Homeless Students

**Welcome to the Homeless Students Title X Collection Site!**

Please review and edit records carefully in accordance with the User Guide.  
The NCDPI Homeless Program website is located here > [www.dpi.state.nc.us/program-monitoring/homeless/](http://www.dpi.state.nc.us/program-monitoring/homeless/)

**CONTACT ::** Patricia Lentz, Homeless Program Specialist, Phone: (336) 315-7402 -Or- Lisa Phillips, State Coordinator for Homeless Education, (336) 315-7491.  
For more information about the NC Homeless Program, please visit > [www.serve.org/hepnc/](http://www.serve.org/hepnc/)  
Training information for the NC Homeless Program is located here > [www.center.serve.org/hepnc/training.php](http://www.center.serve.org/hepnc/training.php)

**OVERVIEW ::** Congress reauthorized in December 2015 the McKinney-Vento Homeless Assistance Act, Subtitle VII-B, originally passed in 1987 to help people experiencing homelessness. This federal law includes the Education of Homeless Children and Youth Program that entitles children who are homeless to a free, appropriate public education and requires schools to remove barriers to their enrollment, attendance, and success in school.  
  
This Act protects all students who do not have a fixed, regular and adequate residence, such as students living in the following situations:

- doubled-up housing with other families or friends due to hardship;
- runaway/homeless youth shelters (even if parents invite the youth home);
- hotels or motels;
- shelters, including domestic violence shelters;
- transitional housing shelters;
- cars, abandoned buildings parks, the streets or other public spaces;
- campgrounds, inadequate trailer homes, substandard housing and/or
- abandoned in a hospital.

-2013- Developed by North Carolina Department of Public Instruction



# Homeless Students Page

Provides list of students identified during the year, and access to the Homeless School Summary View page and the submission process.

PowerSchool

Welcome, | Help | Sign Out

School: LEA Office Term: 16-17 Year

Start Page > Homeless > Homeless Students

Home Homeless Students

**Functions**

- Attendance
- Daily Bulletin
- Enrollment Summary
- Master Schedule
- Dashboard
- Special Functions
- Teacher Schedules

**Reports**

- System Reports
- ReportWorks
- State Reports
- Standalone Reports

**People**

- Student Search
- Staff Search
- Parent Search
- Enroll New Student
- New Staff Entry
- New Parent Entry

**Federal**

- CTE
- Concentrator Survey
- CTE Reports
- Title X
- Homeless

**Setup**

- LEA
- System

**Homeless Students 2016-2017**

Record Status: ☒ All ☐ Not Modified (NM) ☐ Modified (M)

Export All Data

Go To Homeless School Summary View/Approve

No Homeless Student(s) to Report for this LEA

Approved By:

Approved on:

**Homeless Students Report For LEA/District - Click column heading to sort.**

| View Record | School Number | School Name | Student Number | First Name | Middle Name | Last Name | Grade Level | Date of Birth | Record Status | Unaccompanied Youth | Retained Previous Year | Nighttime Residency | Served With McKinney-Vento Fund | Served With Other Fund | Program Eligibility Date | Program Withdrawn Date | School Year | Latest Grade Level | Latest School Number | Latest School Name |
|-------------|---------------|-------------|----------------|------------|-------------|-----------|-------------|---------------|---------------|---------------------|------------------------|---------------------|---------------------------------|------------------------|--------------------------|------------------------|-------------|--------------------|----------------------|--------------------|
| VIEW        |               |             |                |            |             |           | 2           | 06/02/2009    | M             | N                   | N                      | Doubled-up          | N                               | Y                      | 11/18/2016               |                        | 2016-2017   | 2                  |                      |                    |

Page 1 of 3

View 1 - 50 of 141

# Adding New Identification of Already Enrolled Student

- “School” = specific school you’re working with
- Enter last name of student you are seeking into the search field
- Choose student from results list that appears

The screenshot shows the PowerSchool 'Start Page' for a user logged in as 'Smith High' (Term: 16-17 Year). The left sidebar contains navigation links under 'Functions', 'Reports', 'People', and 'Federal'. The main content area has tabs for 'Students', 'Staff', and 'Parents'. Below the tabs is a search bar with a red oval around it, a search button, and a 'SN' button. Below the search bar is a row of letters A-Z and a row of numbers -8 to 15, followed by 'M', 'F', 'All', 'Statewide Student Search', and 'Stored Searches'. Below this is a 'Current Student Selection (0)' section with a message 'The current selection is empty.' and buttons for 'Select By Hand' and 'Select Function'. At the bottom is a 'What's New' section with a link to 'Read more...'.

# Adding Student Already Enrolled

- Enter McKinney-Vento information
- Once you have completed entering the necessary information, click the “Save” button.

**Homeless Student Detail Information**

Age: 8 years 7 months

DOB: 06/03/2008

School: 800362 - Knollwood Elementary


Grade Level: 2


LEA Enrolled Date: 08/29/2016

LEA Withdrawn Date: 06/09/2017

Unaccompanied Homeless Youth: ☐ Yes ☒ No

Retained Previous Year: ☐ Yes ☒ No

Program Eligibility Date: 1/11/2017 

Program Withdrawn Date: MM/DD/YYYY 

Student Nighttime Residency: Unsheltered - Cars, parks, campgrounds, temporary trailers including FEMA trailers, or abandoned buildings ▼

Services provided with McKinney-Vento funds: ☒ Yes ☐ No

Services provided by other LEA funds: ☒ Yes ☐ No

**Required Fields:**

- All fields are required except for "Program Withdrawn Date".

**Program Eligibility Date: The Date the student was enrolled in the Homeless program at the LEA.**

- It must be during the current or previous school years.
- Must be greater than or equal to the student's third birthday.
- Must be before LEA Withdrawn and Program Withdrawn Dates, if entered.

**Program Withdrawn Date: The Date the student was withdrawn from the Homeless program at the LEA.**

- It must be within the current school year.
- Must be between LEA Enrolled Date and LEA Withdrawn Date, if entered (optional field).
- Must be greater than or equal to Program Eligibility Date.

**LEA Withdrawn Date definition:**

- The LEA Withdrawn Date shown above, is either the actual Student Withdrawn Date or the last day of school in the district within current school year, whichever date is earlier.

**Save**



# Tips on Enrolling a Preschool or Out-of-School Student

## If a child....

1. Is currently enrolled within your LEA, search at the school level.
2. Is enrolled in another LEA, use Statewide Search.
  - a. Find and select existing record and transfer back into your LEA.
  - b. Keeps from creating a duplicate record, which MUST be avoided.
3. Is withdrawn, use Statewide Search to find existing record.
  - a. Transfer record back into your LEA.
4. Does not exist in the system, after searching broadly, enroll student into the Homeless School.
  - a. System assigns new ID to this record.

More information about the Admit/Withdraw process can be found at [http://www.nc-sis.org/admit\\_withdraw.html](http://www.nc-sis.org/admit_withdraw.html). Please consult with your LEA PowerSchool Coordinator for details on each process.

# Searching for a Preschool or Out-of-School Student

Search system to see if student is already listed (If student is found in system, access the file through the Homeless pages and make edits.).

The screenshot displays the 'Statewide Student Search' interface. On the left is a sidebar with navigation links categorized under 'Attendance', 'Reports', 'People', 'Federal', 'CTE', 'Title X', 'Setup', and 'Applications'. The main content area features two search sections. The first section, 'Student UID Search', is circled in red and contains a text input field for the UID and a 'Search by UID' button. The second section, 'Student Data Search', is also circled in red and includes a list of instructions: 'Use % as a wildcard', 'Wildcards may not be used in dates', and 'If your search criteria returns more than 100 records, then you must add additional search criteria to limit the results to less than 100 records'. Below these instructions are various search criteria fields: First Name, Middle Name, Last Name, Date of birth (with a calendar icon), Gender, Is the student Hispanic or Latino, Race, Grade Level, Mother's name, Father's Name, Street Address, City, State Zip, Enroll Status, Entry Date (with a calendar icon), Exit Date (with a calendar icon), School Number, School Name, and School Phone.

**Statewide Student Search**

▼ **Student UID Search**

UID

**Search by UID**

▼ **Student Data Search**

- Use % as a wildcard
- Wildcards may not be used in dates
- If your search criteria returns more than 100 records, then you must add additional search criteria to limit the results to less than 100 records

First Name

Middle Name

Last Name

Date of birth

Gender

Is the student Hispanic or Latino

Race

Grade Level

Mother's name

Father's Name

Street Address

City, State Zip

Enroll Status

Entry Date

Exit Date

School Number

School Name

School Phone





# Multiple Program Identifications for Preschool or Out-of-School Students

Student is:

- McKinney-Vento only – Enroll into Homeless School
- McKinney-Vento & CECAS – Enroll into CECAS School
- McKinney-Vento & Migrant – Enroll into the Migrant School

It will be necessary to collaborate with CECAS / Migrant staff regarding enrollment process and entering the McKinney-Vento data.

# Enrolling a Preschool or Out-of-School Student

**Preschool** – any student birth to 5 yrs. old – not in kindergarten

**Out-of-school** – any student not graduated or currently enrolled in school (up to age 21).

Information needed to complete the enrollment process:

- First and Last name
- Date of Birth
- Gender
- Primary Race Code
- Full Time Equivalency = “Enrollment”
- Grade Level
- Entry Code
- LEA of Residence
- Fee Exemption Status = “Student Not Exempted”
- School = “Homeless”
- Admission Status

# Enrolling a Preschool or Out-of-School Student

- School = “Homeless”
- Select “Enroll New Student” from the Start Page

The screenshot displays the PowerSchool web interface. In the top right corner, the 'School' dropdown menu is set to 'Homeless', which is circled in red. The left sidebar contains a 'Functions' section with 'Enroll New Student' circled in red. The main content area is titled 'Start Page' and includes a search bar with 'johnson' entered, a 'Current Student Selection (0)' section, and a 'What's New' section.

PowerSchool

Welcome, | Help | Sign Out

School: **Homeless** Term: 16-17 Year

**Functions**

- Attendance
- Daily Bulletin
- Enrollment Summary
- Master Schedule
- Dashboard
- Special Functions
- Teacher Schedules

**Reports**

- System Reports
- ReportWorks
- State Reports
- Standalone Reports

**People**

- Student Search
- Staff Search
- Parent Search
- Enroll New Student**
- New Staff Entry
- New Parent Entry

**Federal**

- CTE
- Concentrator Survey

**Start Page**

Students | Staff | Parents

johnson [Search] [SN] [Advanced] [View Field List] [?]

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

-8 -7 -6 -5 -4 -3 PK3 PK4 K 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 M F All Statewide Student Search Stored Searches Stored Selections Multi Select

**Current Student Selection (0)**

The current selection is empty.

Select By Hand Print Mailing Labels [?]

**What's New**

See what's new in the latest feature release of PowerSchool. Read more...

# Enrolling Preschool or Out-of-School Student (cont.)

Welcome

Help

Sign Out

Start Page > Special Functions > Enroll New Student

Functions

Attendance

Daily Bulletin

Enrollment Summary

Master Schedule

Dashboard

Special Functions

Teacher Schedules

Reports

System Reports

ReportWorks

State Reports

Standalone Reports

People

Student Search

Staff Search

Parent Search

Enroll New Student

New Staff Entry

New Parent Entry

Federal

CTE

Concentrator Survey

CTE Reports

Title X

Homeless

Setup

School

System

Personalize

Applications

PowerLunch

PowerScheduler

PS Administrator

NC Enroll New Student

Student Information

Student's Name  
(Last, First Middle)

DOB

Gender

Student number

Social Security Number

Phone Number

Enrollment date

Federal Ethnicity

Race

Full-Time Equivalency

Grade Level

Entry Code

Track

LEA of Residence

Fee Exemption Status

School

\*  
Missing required field

12/06/2016

Is the student Hispanic or Latino? \*

What is the student's race? \*

☐ American Indian or Alaskan Native

☐ Asian

☐ Black or African American

☐ Native Hawaiian/ Other Pac Islander

☐ White

\*  
-6

\*  
Student Not Exempted

Homeless

This should be the date the LEA identified the student for the Homeless program within the current school year.

PK4 is 4 yr olds: use code PK4

PK3 is 3 yr olds: use code PK3

P2 is 2 yr olds: use code "-3"

P1 is 1 yr olds: use code "-4"

P0 is less than 1 yr old: use code "-5"

Out-of-school student, not graduated, not enrolled: use code "-6"



# Enrolling Preschool Student (cont.)

Continue to provide basic demographic information to complete the enrollment process.

Country of Birth

**Federal Ethnicity and Race**

Ethnicity ☐ Yes ☒ No Is the student Hispanic or Latino?

Race What is the student's race? ☐ (AM) American Indian or Alaska Native ☐ (AS) Asian ☐ (BL) Black or African American ☐ (PI) Native Hawaiian/Other Pac Islander ☒ (WH) White

Scheduling/Reporting Ethnicity White (W)

Father (last, first)

Father's Day Phone

Father's Employer

Father's Home Phone

Gender Male

Grade Level -3

Graduation Year

Guardianship

Guardian Email

Mother (last, first)

Mother's Day Phone

Mother's Employer

Mother's Home Phone

Previous Student ID

SSN

Student Number 1234598764

Previous State

Admission Status \*

Submit

**Legend**

Icons \* - Required Field | - Date Entry

# Official Submission Process



## REMEMBER:

You are not ready to submit until your final school day has ended within the current academic year and you have:

- Entered McKinney-Vento information for those students who have been or are currently enrolled in your LEA,
- Entered McKinney-Vento information for preschool and out-of-school siblings of identified students in your LEA,
- Confirmed that the Homeless School Summary page totals align with other identification records for each school, and
- Confirmed that no students show as “unmodified” on the Homeless Students page.

# Official Submission Process (cont.)



## REMEMBER:

- Once you “Approve” your data for submission, you will not be able to access the information again for any additional changes.
- Be sure to print any specific student records that you wish to archive before submitting your data.

# Official Submission Process (cont.)

- School = “LEA Office”
- Click on “Homeless Students” tab
- Click on “Go To Homeless School Summary View/Approve” button

The screenshot displays the PowerSchool interface for the 'Homeless Students 2016-2017' submission process. The top navigation bar includes the PowerSchool logo, a welcome message, and links for Help and Sign Out. The main content area is titled 'Homeless Students 2016-2017' and features a sidebar with navigation options. The main content area includes a 'Record Status' section with radio buttons for 'All', 'Not Modified (NM)', and 'Modified (M)'. Below this is a checkbox for 'No Homeless Student(s) to Report for this LEA'. The 'Approved By' and 'Approved on' fields are also present. A button labeled 'Go To Homeless School Summary View/Approve' is highlighted with a red circle. Below the button is a table titled 'Homeless Students Report For LEA/District - Click column heading to sort.' The table has columns for View Record, School Number, School Name, Student Number, First Name, Middle Name, Last Name, Grade Level, Date of Birth, Record Status, Unaccompanied Youth, Retained Previous Year, Nighttime Residency, Served With McKinney-Vento Fund, Served With Other Fund, Program Eligibility Date, Program Withdrawn Date, School Year, Latest Grade Level, Latest School Number, and Latest School Name. The first row of data shows a student with Grade Level 2, Date of Birth 06/02/2009, Record Status M, Unaccompanied Youth N, Retained Previous Year N, Nighttime Residency Doubled-up, Served With McKinney-Vento Fund N, Served With Other Fund Y, Program Eligibility Date 11/18/2016, Program Withdrawn Date, School Year 2016-2017, Latest Grade Level 2, Latest School Number, and Latest School Name. The bottom of the page shows a pagination bar with 'Page 1 of 3' and a 'View 1 - 50 of 141' indicator.

PowerSchool

Welcome, | Help | Sign Out

School: LEA Office Term: 16-17 Year

Start Page > Homeless > Homeless Students

Home Homeless Students

Functions

- Attendance
- Daily Bulletin
- Enrollment Summary
- Master Schedule
- Dashboard
- Special Functions
- Teacher Schedules

Reports

- System Reports
- ReportWorks
- State Reports
- Standalone Reports

People

- Student Search
- Staff Search
- Parent Search
- Enroll New Student
- New Staff Entry
- New Parent Entry

Federal

- CTE
- Concentrator Survey
- CTE Reports
- Title X
- Homeless

Setup

- LEA
- System
- Personalize

Homeless Students 2016-2017

Record Status: ☒ All ☐ Not Modified (NM) ☐ Modified (M) Export All Data

☐ No Homeless Student(s) to Report for this LEA

Approved By:

Approved on:

Go To Homeless School Summary View/Approve

Homeless Students Report For LEA/District - Click column heading to sort.

| View Record | School Number | School Name | Student Number | First Name | Middle Name | Last Name | Grade Level | Date of Birth | Record Status | Unaccompanied Youth | Retained Previous Year | Nighttime Residency | Served With McKinney-Vento Fund | Served With Other Fund | Program Eligibility Date | Program Withdrawn Date | School Year | Latest Grade Level | Latest School Number | Latest School Name |
|-------------|---------------|-------------|----------------|------------|-------------|-----------|-------------|---------------|---------------|---------------------|------------------------|---------------------|---------------------------------|------------------------|--------------------------|------------------------|-------------|--------------------|----------------------|--------------------|
| VIEW        |               |             |                |            |             |           | 2           | 06/02/2009    | M             | N                   | N                      | Doubled-up          | N                               | Y                      | 11/18/2016               |                        | 2016-2017   | 2                  |                      |                    |


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# Official Submission Process (cont.)






Ensure that all school totals are accurate.

 PowerSchool

Welcome, | [Help](#) | [Sign Out](#)

School: LEA Office Term: 17-18 Year

[Start Page](#) > [Homeless](#) > [Homeless Students](#) > [Homeless School Summary](#)

**Functions**

[Attendance](#)

[Daily Bulletin](#)

[Enrollment Summary](#)

[Master Schedule](#)

[Dashboard](#)

[Special Functions](#)

[Teacher Schedules](#)

**Reports**

[System Reports](#)

[ReportWorks](#)

[State Reports](#)

[Standalone Reports](#)

**People**

[Student Search](#)

[Staff Search](#)

[Parent Search](#)

[Enroll New Student](#)

[New Staff Entry](#)

[New Parent Entry](#)

**2017-2018 Homeless School Summary**

**Homeless**

| School Code | School Name            | Total Count | Unmod Count |
|-------------|------------------------|-------------|-------------|
| 0           | Total Counts           | 157         | 0           |
| 801322      | Bostian Elementary     | 18          | 0           |
| 801423      | Carson High            | 0           | 0           |
| 801292      | CECAS                  | 5           | 0           |
| 801422      | China Grove Elementary | 4           | 0           |
| 801787      | China Grove Middle     | 0           | 0           |
| 801324      | Corriher Lipe Middle   | 0           | 0           |
| 801231      | Dole Elementary        | 4           | 0           |
| 801354      | East Rowan High        | 9           | 0           |
| 801076      | Enochville Elementary  | 5           | 0           |
| 801348      | Erwin Middle           | 0           | 0           |

# Official Approval Process (cont.)

Click “Approve” to submit your data (remember, once you click “approve” you cannot access the data for any further changes).

|                   |   |   |
|-------------------|---|---|
| South Rowan High  | 9 | 0 |
| Southeast Middle  | 5 | 0 |
| West Rowan High   | 3 | 0 |
| West Rowan Middle | 7 | 0 |

### Approval

Please click on the 'Approve' button after completing Homeless data collection.  
The 'Approve' button will be disabled if Unmod records (Not Modified records) are present.

I have reviewed my Homeless data. It is accurate and complete.

**Approve**

Data can be approved only on or after 05/01/2018

# Official Submission Process (cont.)

You will see a confirmation message that the data has been “approved” (or submitted).

|                   |   |   |
|-------------------|---|---|
| South Rowan High  | 9 | 0 |
| Southeast Middle  | 5 | 0 |
| West Rowan High   | 3 | 0 |
| West Rowan Middle | 7 | 0 |

**APPROVED By: P Lentz**  
**APPROVED On: 201806140915**

Please click on the 'Approve' button after completing Homeless data collection.  
The 'Approve' button will be disabled if Unmod records (Not Modified records) are present.

I have reviewed my Homeless data. It is accurate and complete.

Approve

# Submission Checklist



**Have you .....**

- ✓ Added all identifications for students who have been enrolled, or are currently enrolled in your LEA?
- ✓ Added any eligible preschool or out-of-school siblings by enrolling them into the Homeless school and entering their McKinney-Vento information?
- ✓ Confirmed that NO students on the Homeless Students page show an “unmodified” status?
- ✓ Confirmed that all school totals on the Homeless School Summary View page match other identification records for each school?
- ✓ Completed your last school day of the current academic year?

# Technical Assistance

**PowerSchool/Home Base questions:** Contact your LEA PowerSchool Coordinator

**Direct McKinney-Vento questions to:**

|   |  |
|---|--|
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| All Charters – All Regions  | All LEAs – All Regions   |

ALL responses to questions will be posted to the NCHPEP website monthly on the FAQ page at:  
<https://hepnc.uncg.edu/data-collection/>.