

# Updated Instructions: Annual Homeless Student Data Collection

The review of your districts annual McKinney-Vento student data will be done via a review of data populated to the OSPI Comprehensive Education Data and Research System (CEDARS) data system. The deadline for reviewing this information is Monday October 10<sup>th</sup>.

Students identified as homeless at any time during a school year, as defined in McKinney-Vento Act, Section 725(2), are required to be submitted to CEDARS in District Student File (B), Element B21 – 'Is Student Homeless?'.

Data submitted to Element B21 indicates if the student was identified as homeless at any time during the reporting school year and, if yes, their housing/sheltered status.

Data for students submitted to CEDARS, identified as homeless, is accessed in -

- CEDARS>Reports>Enrollment> District Student Attribute Enrollment
  - Select the 2021-22 school year
  - Organization level to view – District or School
  - Attribute Type = Homeless Student
  - Unduplicated count = No
  - Display = Student Details
  - Click on Search

The screenshot shows the CEDARS web application interface. The top navigation bar includes links for Home, Submissions, SSID, Reports, Students, Courses, Staff, Location, Student Records Exchange, and Search Students. The left sidebar contains links for Enrollment, State/Federal, CTE, Bilingual, Attributes and Programs, Absence and Discipline, Data Quality, and a Log out button. The main content area is titled 'Enrollment Reports' and 'District Student Attribute Enrollment'. It includes a search criteria form with the following fields: School Year (2021-2022), Organization (School District), Attribute Type (Homeless Student), Unduplicated Count (No), and Display (Student Details). A green Search button is located below the form. Below the form, there are business rules for the report.

**Enrollment Reports**

**District Student Attribute Enrollment**

Please select your search criteria, then click "Search".

**School Year:** 2021-2022

**Organization:** School District

**Attribute Type:** Homeless Student

**Unduplicated Count:** ☐ Yes ☒ No (If Yes is selected, only students in their school of primary responsibility will be counted.)

**Display:** ☐ Summary Counts ☒ Student Details

**Search**

**Business rules for the District Student Attribute Enrollment Report:**

1. The student is enrolled in the school and district at some time during the **School Year**.
2. The student is identified as receiving the service at some time during the **School Year**.
3. If "Yes" is selected for Unduplicated Count, the report displays only those students receiving services at their school of primary enrollment.

You will be presented with a list of students with the details below provided.



Home	Submissions	SSID	Reports	Students	Courses	Staff	Location	St								
Enrollment	State/Federal	CTE	Bilingual	Attributes and Programs	Absence											
Tableau																
All Students	Enrollment Reports															
District Student Attribute Enrollment	District Student Attribute Enrollment - Details															
School Year	School Code	School Name	District Student ID	SSID	First Name	Middle Name	Last Name	Grade Level	Gender	Federal Roll Up	District Attribute Type	District Attribute	Date Enrolled	Date Exited	Withdrawal Status	Type

If a review of the student list determines any changes or updates are needed, you will need to make the changes and/or updates within your student information system (SIS) and then resubmit the changes in a 2021-22 CEDARS submission.

Data will be pulled from CEDARS after the close of business on October 10 and will be used to meet the federal McKinney-Vento data reporting requirements.

If you need assistance with accessing this data, please work with your CEDARS District Administrator.

If you have any questions or need assistance with your data submitted to CEDARS please contact [AskSI@k12.wa.us](mailto:AskSI@k12.wa.us). If you have any questions regarding McKinney-Vento please contact [homelessed@k12.wa.us](mailto:homelessed@k12.wa.us).