

Division of Family Resource and Youth Services Centers  
Guidance Document

## Youth Identified as Homeless

The Division of FRYSC has identified the following approved activities for FRYSC coordinators after youth have been identified as homeless:

### Service Delivery Collaboration

FRYSC Coordinators can serve as part of a service delivery team for homeless students by accepting referrals for any FRYSC-related issues.

### Student and Family Engagement

FRYSC Coordinators can conduct targeted outreach with parents and students to encourage participation in FRYSC activities.

### Community Partnership and Education

FRYSC Coordinators can collaborate with Homeless Coordinators, MV Staff, and other community partners to provide information to parents on securing stable housing.

### Coordination and Communication

FRYSC Coordinators can meet with MV Staff, Homeless Coordinators, and District Personnel to address concerns and trends at their schools as needed.

### Important Limitations

- FRYSC Coordinators should **not** be responsible for investigating or determining homelessness status.
- While not the first point of contact, FRYSC should refer all children and families suspected of experiencing homelessness to the district homeless liaison for identification.
- Center staff shall not be assigned duties unrelated to the implementation and operation of the center.
- FRYSC funds cannot be used to supplant existing services, and any service that the school is legally required to provide should not be the responsibility of a center coordinator. (CHFS Contract: 2.01, sec. G, #3-C, Administrators Guidebook, p. 48).

### Additional Option

If the district or school has additional funds available, coordinators may work additional hours after completing their regular FRYSC workday. Separate time sheets must be maintained for these additional duties.