

Data Entry in the Student Information Repository System (SIRS) for Students Experiencing Homelessness  
(Identified under the McKinney-Vento Act)

Note: This information is published by the New York State Technical and Education Assistance Center for Homeless Students, a project funded by the New York State Education Department and housed at Advocates for Children of New York, Inc. Information published by the New York State Education Department about the State's student data warehouse, the Student Information Repository System (SIRS), is accessible here:

<http://www.p12.nysed.gov/irs/sirs/home.html>.

Below is a summary of steps that McKinney-Vento Liaisons should complete to ensure that district data on students experiencing homelessness are accurate. Liaisons should turn to their district data coordinator for assistance.

---

All districts and charter schools must report the following data to the SIRS/Data Warehouse about each student who experiences homelessness during the school year:

1. **Program Service Code 8262:** This code indicates that the student meets the definition of homeless under the McKinney-Vento Homeless Assistance Act. The *Entry Date* is the date the student became homeless and the *Exit Date* is the date the student became permanently housed.

*If a student became homeless prior to July 1 of the current school year, the Entry Date will be July 1 of the current school year. The Exit Date should remain blank if the student is still experiencing homelessness at the end of the school year (June 30).*

2. **Homeless Primary Nighttime Residence** (Programs Fact, Field 23): Along with Program Service Code 8262, the LEA must indicate one of the following primary nighttime residence codes for a student experiencing homelessness. The LEA's McKinney-Vento Liaison should determine the student's primary nighttime residence at the time of identification.
  - **"D" Doubled-up** refers to those children and youth sharing the housing of others due to loss of housing, economic hardship, or similar reason.
  - **"H" Hotel/motel** refers to children and youth living in motels or hotels due to the lack of alternative adequate accommodations. If the family was placed in temporary housing in a hotel/motel by a local department of social services (DSS), the child should be given a primary nighttime code of S for shelter.
  - **"S" Shelter** refers to those children and youth placed in a shelter, which can be a stand-alone facility, such as a family shelter or runaway and homeless youth shelter, or a hotel/motel.
  - **"T" Transitional housing** refers to temporary accommodations for youth or families as a step to permanent housing. Residents of transitional housing are considered homeless until they move into permanent housing. Transitional housing programs may last up to 24 months, provide housing in addition to wraparound services, and typically require participants to pay a portion of their housing costs based on a sliding scale.
  - **"U" Unsheltered** refers to living in situations such as cars, parks, campgrounds, temporary trailers, abandoned buildings, and substandard housing. As with all determinations of eligibility under the McKinney-Vento Act, unsheltered situations require case-by-case determination as to whether the accommodation is fixed, regular, and adequate.

For more information about primary nighttime residence codes and McKinney-Vento eligibility, please call NYS-TEACHS [800-388-2014](tel:800-388-2014).

3. If the student **was homeless and also an unaccompanied youth, enter Program Service Code 8272.** *Unaccompanied homeless youth are not in the physical custody of a parent or guardian and also meet the definition of homeless under McKinney-Vento.*
  - This code is only applicable to students who have been identified as homeless (Program Service Code 8262).
4. **Program Service Code 0892, Title I – Part A: Homeless Students Served with Set-Aside Funds:** This code indicates that a homeless student receives services or resources funded by the LEA’s Title I, Part A homeless set-aside. For more information about the Title I, Part A set-aside, visit the [NYS-TEACHS webpage on Title I](#).
  - Use for any student experiencing homelessness (Program Service Code 8262) who has received services fully or partially funded through the LEA’s Title I homeless set-aside. Examples include: school supplies, clothing, per session tutoring, per session counseling, etc.
  - If the McKinney-Vento Liaison’s salary is funded using Title I set-aside funding, LEAs may apply this program service code if the student (or their family) has had at least one conversation with the liaison and the liaison facilitated receipt of services or resources.

### **Access the L2RPT Reasonableness Report**

To ensure that your district is reporting accurate data on homeless students, your Data Coordinator should review the L2RPT “Reasonableness Report,” which allows you to see which students from your district have been identified as homeless in the SIRS/Data Warehouse. Your data coordinator can go to: [NYSSED's Office of Information and Reporting webpage](#) for detailed information on accessing the L2RPT Reasonableness Report (SIRS 401).

Once your Data Coordinator has access to the report, data on counts of homeless students in your district, including primary nighttime residence, can be found under the **Category Type “Student Demographics.”** Data on homeless students with program service code 8272 for Unaccompanied Youth status can be found under the **Category Type “Programs.”** One may also drill down on the Reasonableness Reports to view the names of the students captured in each report.

## Level 2 Report Screen Shots Related to Students Experiencing Homelessness

### Reasonableness Report

**Homeless data in the Student Demographic and Programs categories of the Reasonableness Report**

The purpose of the report is to identify significant changes in data from year to year. The report provides 2010-11 (column A) between those counts (column C), and the percent change between those counts (column D) of students by various category types (i.e., changes equal to or greater than 10 and reporting issues known to have caused difficulties in previous years. For smaller districts, a 10 percent reports, a smaller percent change may be significant. Reporting issues known to cause difficulties include the failure to report students eligible to take the assessment, the failure to report students with an 0242 program service code, the failure to report both the correct reason for ending enrollment code and diploma code for graduates, and the failure to ensure that LEP students and students with disabilities are correctly coded.

For each report, a student is counted only once within a code. If a student is reported with multiple codes, the student is counted once for each of those codes.

The reports do not replicate accountability logic and should not be used to simulate accountability status determinations. Reporting errors discovered as a result of a review of these reports should be corrected in the local student management system and reported to the repository.

### Student Demographic Category:

IBM Cognos Viewer - SIRS-401 Reasonableness Report

New York State Education Department

**Reasonableness Report**  
Data Contained in the Student Information Repository System

District Name:

School Location:

Category Type: Student Demographic

Category Subtype: All SubTypes

Finish

Data Refresh Date:

SubType	Code	Description	Last Year (A)	This Year (B)	Change (C) (B)-(A)	Percent Change (D) ((C)/(A))*100
Homeless	01-HL	Homeless	38	26	-12	32%
Homeless	D	Doubled-up (with another family)	24	22	-2	8%
Homeless	H	Hotels/motels	2	0	-7	100%
Homeless	S	Shelters	2	1	-3	43%
Other	MG	Migrant	1	1	0	0%
Other	ND	Neglected or Delinquent	2	3	1	50%

A Reasonableness Report is a data density or "red flag" report. The purpose of the report is to identify significant changes in data from year to year. The report provides 2010-11 (column C), and the percent change between those counts (column D) of students by various category types (i.e., enrollment entry code) by district.

