

## **ESSENTIAL STAFF** WELCOME LETTER

Hello everyone,

My name is Aleasha Waller and I am the designated Homeless Liaison for our school district. This is a federally mandated position, with specific requirements that are aimed to ensure that we identify and support our students who are experiencing homelessness.

One of my many federally mandated requirements is to deliver training to all staff within our school district on the laws related to homelessness and ways to properly identify these students. This training is not only required, but it is also very important as we aim to increase the identification of homeless students in our district, impacting Local Educational Agency (LEA) funding for students experiencing homelessness and for Homeless Education Programs.

Given our limited resources and time to deliver this training in person, we have teamed up with Mckinney-Vento.org to provide an online alternative that is faster, easier, and more cost-effective. It should take you LESS THAN 15 minutes to complete.

I would respectfully request that you complete this training no later than **September 30, 2022.** 

Please review your login or registration instructions on the next page.

If you encounter any technical issues or need assistance, please submit a ticket to the McKinney-Vento support team: Click Here to Submit a Ticket



## **LOGIN INSTRUCTIONS**

Please Note: Follow these instructions if you've created an account on McKinney-Vento.org previously and need to log into your account.

- 1. To log into a previously created account, Click Here to Login
- 2. If you need to reset your password, Click Here for Instructions
- **3.** If you are a Healthcare Professional and need to change your course to the new Healthcare Professional course, please fill in this form to submit a ticket to support so we can enroll you: Click Here to Submit a Ticket
- **4.** Once you have successfully logged in, you will be able to start taking your course(s). If you don't see your course(s), click the **Learn** tab on the top right of the page.
- **5.** Once you complete the course, you can download your certificate and submit to your liaison. Click Here to Learn How

## **REGISTRATION INSTRUCTIONS**

Please Note: Follow these instructions if you've never created an account on McKinney-Vento.org

- 1. To create a new account, <u>Click Here to Register</u>.
- 2. Fill out your name and school email address. (If your email address is not working, <u>Click</u> Here for Next Steps)
- 3. <u>Select "I am NOT a liaison."</u> (A Liaison is a person designated to train staff members on identifying a child experiencing homelessness. If you do not have the job title of "Liaison" please choose "I am NOT a liaison")
- 4. Select your state, county, district, school, and role(s) in the registration form and then select "Create Account". (If you are unsure of which role to choose, <u>Click Here for Help</u>)
- 5. You will receive an email at your provided email address with instructions on creating your account password. Please allow 15 minutes for the email arrival and be sure to check your spam/junk folders for this email if it seems you have not received it.
- Once you have created your password, you will be able to log in and start taking your course(s). If you don't see your course(s), click the **Learn** tab on the top right of the page.
- 7. Once you complete the course, you can download your certificate and submit to your liaison. Click Here to Learn How

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