



Lebanon Community School District Homeless Education Program

Homeless Education Program Contact:

*Roseanne Hartness
Community Liaison,
Student Achievement Team
485 South 5th Street
Lebanon, Oregon 97355
Office: 541.259.8907
Cell: 541.405.5000
Email: roseanne.hartness@lebanon.k12.or.us*

The right to public school enrollment for a homeless student is ensured under *NCLB Title X* and *ORS 399.115(7)*, which requires school districts to ensure that young people in a homeless situation have equal access to the same free, appropriate public education.

Who is eligible?

There are approximately 150 students in the Lebanon Community School District who are homeless and receive services to help them stay in school and succeed. A student and/or their family are considered homeless if they are in any one or a combination of the following living situations:

- Living with relatives or friends (including non-custodial grandparents);
- Living in a shelter, motel/hotel, vehicle or campground;
- Living on the streets, in a park, public spaces, abandoned buildings and bus or train station;
- Abandoned in a hospital; and/or
- Awaiting foster care placement.

What the Homeless Education Program Provides

The Homeless Education Program works with students and/or their family to eliminate the barriers related to school attendance and academic success. The program can provide any combination or all of the following:

- School fees;
- Assistance with school enrollment;
- Free meals program;
- School clothes and/or supplies;
- Information to and/or assistance with transportation;
- Tutoring; and/or
- Referrals to numerous community resources.

Please print, complete the attached, *Confidential Intake Form* and return to Roseanne Hartness or your schools secretary or you may complete the [Confidential Intake Form](#) online and submit by email. For a hard copy of the referral form, questions or assistance with completing referrals please contact Rosanne Hartness.

Lebanon Community School District
Educational Services of Homeless and Highly Mobile Students
Confidential Intake Form

School: _____ Grade: _____ Date Submitted: _____

Referred by: _____ Phone: _____

Student: _____ Age: _____ F M

Date of Birth: _____ Guardian/Contact: _____

Temporary Address: _____ Phone: _____

Problems listed below often prevent homeless and highly mobile children and youth from attending school. Please check the area(s) of concern that apply(s) to the student identified above.

- Student lacks a permanent residence
- Immunizations and/or TB test needed
- A birth certificate is needed
- Excessive absences are a problem
- Lacks academic records and/or documentation
- Academic problems indicate a need for tutoring
- School supplies are needed
- Transportation to school is a problem
- Student/family needs assistance accessing community resources
- Behavior indicates a need for mental health counseling
- Health problems are indicated
- Free lunch form has not been returned
- School clothes are needed – include size

Shirts _____ Pants _____ Shoes _____

Other _____

- Guardianship is a problem
- Runaway report filed
- School of origin is outside the district
- Preschool information needed

Comments: _____

Other children in household and respective attending school: _____

Please print, complete and return this form to Roseanne Hartness or your schools secretary or you may complete the [Confidential Intake Form](#) online and submit by email. For a hard copy of the referral form, questions or for assistance with completing referrals please contact Roseanne Hartness at 541.259.8907.

ALL INFORMATION PROVIDED IS KEPT CONFIDENTIAL