



Homeless Children & Youth – Identification/Referral Form

Chippewa Falls Area Unified School District – 2025-26 School Year

Definition of Homelessness: The phrase “homeless children and youth” means individuals who lack fixed, regular, and adequate nighttime residence due to economic hardship. It includes children and youth who are temporarily sharing the housing of another person (doubled up) due to the loss of housing, economic hardship, or a similar reason or are living in emergency shelters, in a motel, hotel, car, campground or similar situation due to lack of housing.

Homeless children and youth have certain educational rights that have to be addressed – the completion of this form will start the process of ensuring that homeless children and youth have access to a quality education despite their living conditions. Please fill out as much of this form as possible with as much detail as possible. Send, fax, or email it to the District Homeless Liaison (Contact information given below.) Email is preferred so the form can be saved electronically. Be aware that information regarding homelessness is to be kept confidential.

Chippewa Falls School District – McKinney-Vento Liaison: Ann Zenner – CCLC Director

Mailing Address: 140 W. Elm Street, Chippewa Falls, WI 54729

Phone: 715-726-2588 Fax: 715-726-2781

E-mail: zennerak@chipfalls.org

Supply as much of the following information as possible. This information will allow us to best meet the needs of the student(s) and families. Fill out only one form per family. (Please fill out both sides of the form.)

Part I: Required Information for ESEA Reporting Purposes

Referral Date	Homeless Start Date	Person Making Referral

Homeless Student	School	Grade (PK-12)	M/F	IEP (Y/N)	ELL (Y/N)	Migrant (Y/N)

Living Arrangements		Homeless Status	
	Doubled Up		Children living with Parents/Guardians
	In a Shelter/Transitional Housing		Children Separated from Parents/Guardians
	In a Hotel/Motel		Unaccompanied Youth
	Unsheltered (on the street, car, park, campground, abandoned building, etc)		Other - Please Specify
	Unknown		

Part II: Family Information

Parents/Guardians	Phone Numbers

Description of Living Situation	
Address	
People Living With (if appropriate)	
Other Important Details	

Support Needed	
Educational	
Transportation	
Other Basic Needs	

For Use By McKinney-Vento Liaison					
	Added to HIT		Communicated to FS, Title 1, and Building Leaders		IC Updated
Date		Notes/Comments			