

Homeless Services

Last Modified on 07/18/2025 9:59 am CDT

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Tool Search: Homeless Services

The Homeless Services tool gives districts the ability to create Homeless Services records that are not tied to a student's enrollment records. Access to this tool can be limited to those who should have rights to see it.

Homeless Services 🟠 Atwood, Nadia L 🕘 Student # VHS 🙎 Fashion Design & Te			Program Participation > Homeless Services
	Summary Report	Created By Plainview Schools 02/07/2024	
Homeless Services Detail "Start Date 10/207/2024 " Program Status 11: Homeless Services v	End Date		
Homeless Services 1: Tutoring or other instructional support Comments District Defined Elements	- Modified By: Administrator, Demo 0	2/07/2024 01:20 FM	
	Homeless S	Services Tool	

Users with at least Read and Add tool rights are able to create and save new records. Only users with Write tool rights are able to edit or end existing open records.

- Read (R) allows the user to view existing Homeless records.
- Write (W) allows the user to edit existing Homeless records.
- Add (A) allows the user to add new Homeless records.
- Delete (D) allows the user to remove Homeless records.

Enter and Modify Homeless Services Records

Available fields vary by state. Records cannot have overlapping dates

- 1. Click the New icon. A Homeless Services Detail editor displays.
- 2. For **Start Date**, enter the date on which the student began Homeless Services.
- Enter values according to your local requirements. Fields vary by state. For example,
 Program Status may be hidden for your state, the Homeless Services field may be titled



differently, or you may see additional/different fields.

- 4. Enter values for any necessary state or district-defined fields.
- 5. Click the **Save** icon when finished. The new record displays in the Homeless Services Editor.
- 6. To modify a Homeless Services record, select it from the editor and enter the new information according to local requirements.
- When a student is no longer receiving homeless services, edit the record and enter an End Date.
- 8. If a record was entered in error, users with rights to do so can click the **Delete** icon to completely remove it.

Print Homeless Services Summary Report

Click the **Print Summary Report** to display a PDF view of the student's Homeless Services records.

Start Date: 02/07/2024 End Date: Created By: Plainview Schools 02/07/2024 Program Status: Homeless Services Homeless Services: Tutoring or other instructional support Comments: Comments:	23-24 Harrison High 5856 Peachtree Parkway, Metro City I Generated on 02/07/2024 01:19:59 PM		Atwood, Nadia - Homeless Service Summary Grade: 11 Birthdate: 05/12/2006 State ID: 0000131900011
Homeless Services: Tutoring or other instructional support	Start Date: 02/07/2024	End Date:	Created By: Plainview Schools 02/07/2024
instructional support	Program Status: Homeless Services		
Comments:			
	Comments:		
		Homele	ss Service Summary PDF

Homeless Services Editor Fields

The homeless tool includes the following fields. Field names and available selections vary by state.

Field	Description	Ad hoc Fields
Start Date <i>Required</i>	Indicates the date the student was first considered to be homeless. Dates can be entered in mm/dd/yy or use the calendar icon to select a date.	homelessService.startDate
End Date	Indicates the last date the student was considered to be homeless.	homelessService.endDate
ProgramIndicates the status of the Homeless Services program. Default value is the name of the program. Districts can modify this droplist. This field may be hidden for your state.		homelessService.programStatus



Field	Description	Ad hoc Fields
Comments	Additional information can be entered in the Comments text field.	
Created By	Displays in the Editor. Autogenerated name of district, date and timestamp indicating who created the entry. For State Edition customers, displays the state if the state created the entry.	
Modified By	Displays in the Detail Editor. Indicates the person who last saved the selected record.	

Custom Fields and Tabs

Districts have the option of adding district-specific elements to the Homeless tool. These will appear in the Detail Editor as District Defined Elements.

The <u>Custom Attribute</u> article explains how to add a field to the Homeless tool. Select *Homeless* as the **Screen Location**.

See the <u>Custom</u> article for instructions on adding a district-specific tool. Select *Homeless* as the **Tabset** and then use the <u>Custom Attribute</u> tool to add fields to the tool.

State-Specific Information Links

Fields vary by state. Follow these links to view Homeless Services information for your state. Linked articles open in a new browser tab.

- <u>Delaware</u>
- <u>New York</u>