

Role of School Site Liaisons

- Serve as site contact for students and families that are foster, homeless, and military
 - Ensure that there is a warm, welcoming space where students and families can speak privately about concerns and supports needed to improve school attendance and academic success relating to homelessness/foster/military
- Reach out to CYT Project Resource Teacher assigned to your site for assistance with student enrollment, obtaining educational records, linkages to community resources & agencies
- Run Power School reports and
 - Reference “How to Run Reports” form on website
 - Assist office staff with coding students in order for the student/family to receive services from CYT office.
 - *If student is no longer in transition* make corrections in Power School.
- Submit forms for Transit Pass Request and/or Clothing and School Supplies Request only for students living in homelessness
- Be familiar w/CYT website and updates