Education of Homeless Children and Youth
District-Level Dispute Resolution Process

If the District’s Homeless Education Liaison, Rebekah Roldan, denies a school selection or enrollment request that is based upon the rights of a child under the McKinney-Vento Act, the Liaison will provide to the child, parent, guardian, or other accompanying adult, in writing, the reason for the decision and notice that the decision may be appealed to the District’s Assistant Superintendent/Programs Director, Effie J. Dean. The notice will advise the child, parent, guardian, or other accompanying adult that the child will be immediately admitted to the school in which enrollment is sought and transportation will be provided, pending resolution of the appeal. (See Form 1).

The child, parent, guardian, or other accompanying adult who wishes to appeal an adverse decision must start the appeal process by submitting a request for dispute resolution to the Director or Liaison. (See Form 2).

Upon submission of a request for dispute resolution, the Director will:

1. Confirm that the child has received the opportunity to immediately enroll in the District School in which enrollment is sought, pending resolution of the appeal
And
2. Expeditiously resolve the appeal according to the following Dispute Resolution Procedures:
   A. The Director will set up an appointment with the Liaison and the person initiating the dispute within five working days of receiving notice of the dispute. The Director will listen to the person’s account of the problem, review information from the Liaison, and consider the law and what factors impact the best interest of the child.
   B. The Director will provide within five working days:
      i) A written explanation of the decision regarding school selection or enrollment; and
      ii) Notice of the right to appeal the Director’s decision to the State Homeless Education Coordinator and the form with which to initiate such appeal. (See Form 3)
Reference: MPS Governing Board Policy JC-R-VII McKinney-Vento Act Sec. 722 (g); 42 U.S.C. 11432 (g) JC-R-F(11) (Revised 07/01/07)