

Dispute Resolution Process

Written Notification of Enrollment Decision

To be completed by the receiving school when there is a dispute regarding eligibility

Date:

Name of person completing form:

Title of person completing form: Principal

Name of school:

In compliance with section 722(g)(3)(E) of the McKinney-Vento Homeless Assistance Act, the following written notification is provided to:

Name of parent(s)/guardian(s):

Name of student(s):

After reviewing your request to enroll the student(s) listed above, the enrollment request is being disputed. This determination was based upon:

INSERT NARRATIVE HERE

It will be in the child's best interest to attend school in the student's home district. Based on the most accurate information the school has, your child's home school and district are listed below:

INSERT DISTRICT HERE

INSERT SCHOOL HERE

You have the right to appeal this decision in writing or verbally by contacting the district's local homeless youth liaison.

Name of local liaison: Dr. Jerry Friedman

Title: Homeless Youth Liaison/Director of Safety and Student Services

Phone number: (562) -799-4700 ext. 80411

In addition:

- The student above has the right to enroll immediately in the requested school pending the resolution of the dispute. Immediate enrollment includes full participation in all school activities.
- You may provide written or verbal communication(s) to support your position regarding the student's enrollment in the requested school.
- You may contact the County Coordinator for Homeless Education if further help is needed or desired. Contact information for the County Coordinator:

Jeanne Awrey
Orange County Department of Education
200 Kalmus Drive, B1014
Costa Mesa, CA 92628
Phone: (714) 966-4093

You may seek the assistance of advocates or an attorney. A copy of our state's dispute resolution process for students experiencing homelessness is attached.