

DeKalb County Schools Dispute Resolution

McKinney-Vento Homeless Education Act of 2001

Under the McKinney-Vento Act, children in homeless situations have the right to:

- Go to school, no matter where they live or how long they have lived there.
- Attend either the local school or the school of origin, if this is in their best interest; the school of origin is the school the child attended when he/she was permanently housed or the schooling which the child was last enrolled.
- Receive transportation to and from the school of origin.
- Enroll in school immediately, even if missing records and documents normally required for enrollment such as a birth certificate, proof of residence, previous school records, or immunization/medical records
- Enroll, attend classes, and participate fully in all school activities while the school arranges for the transfer of records.
- Have access to the same programs and services that are available to all other students including transportation and supplemental educational services.
- Attend school with children not experiencing homelessness; segregation based on a student's status as homeless is prohibited.

If a dispute arises over any issue covered in this policy, the child or youth in transition will be **admitted immediately to the school** in which enrollment is sought, pending final resolution of the dispute. The student will also have the rights of a student in transition to all appropriate educational services, transportation, free meals, and Title 1 Part A, services while the dispute is pending.

Persons with complaints, grievances, or requests should present them for resolution to the local liaison for the McKinney-Vento Homeless Act. The receiving school who denied enrollment must complete page 1 of the Written Notification of Enrollment Decision and provide to the parent/guardian or unaccompanied youth **and** the homeless liaison within 3 days of the decision. The parent/guardian or unaccompanied youth then has the right to appeal the enrollment decision by completing page 2 of the Written Notification of Enrollment Decision or by verbally contacting the district's homeless liaison within 5 days after the receipt of the school's decision. The district liaison will ensure that the student is enrolled in the requested school and receiving other services to which he/she is entitled and will resolve the dispute as outlined in the DeKalb County Board of Education's Grievance Procedures within the Policies & Procedures Manual. The parent or unaccompanied youth will be given every opportunity to participate in this process.

**In the event the dispute cannot be resolved locally, the parent or guardian may request a review of the State Superintendent, Alabama Department of Education.

DeKalb County Schools
Dispute Resolution

Written Notification of Enrollment Decision

To be completed by the receiving school when an enrollment request is denied.

Date: _____

Name of person completing form: _____

Title of person completing form: _____

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 denied. This determination was based upon:

You have the right to appeal this decision by completing the second page of this notice or by contacting the school district's local homeless education liaison.

Name of local liaison: Jennifer Williams

Title: Homeless Education Liaison

Phone number: 256- 638-6921

In addition:

- The student listed above has the right to enroll immediately in the requested school pending the resolution of the dispute.
- You may provide written or verbal communication(s) to support your position regarding the student's enrollment in the requested school. You may use the form attached to this notification.
- You may contact the State Coordinator for Homeless Education if further help is needed or desired. Contact information for the State Coordinator: Beth Thomspson (334) 242-8199

*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.*

DeKalb County Schools
Dispute Resolution

Written Notification of Enrollment Decision

To be completed by the parent, guardian, caretaker, or unaccompanied youth when a dispute arises. This information may be shared verbally with the local liaison as an alternative to completing this form.

Date: _____

Student(s): _____

Person completing form: _____

Relation to student(s): _____

I may be contacted at (phone or e-mail): _____

I wish to the appeal the enrollment decision made by: _____

Name of School: _____

I have been provided with (please check all that apply):

_____ A written explanation of the school's decision.

_____ The contact information of the school district's local homeless education liaison.

_____ A copy of the state's dispute resolution process for students experiencing homelessness.

Optional: You may include a written explanation in the space below to support your appeal or you may provide your explanation verbally.

The school provided me with a copy of this form when I submitted it. _____ (initial)