



## McKinney-Vento Homeless Assistance Act Dispute Resolution Procedure

If a dispute arises over school selection, enrollment, or transportation for a student eligible to enroll under the McKinney-Vento Act –

- The student shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute, and Altar Valley School District will provide its share of the transportation to the school selected for the duration of the dispute resolution process;
- The parent or guardian of the student shall be provided with a written explanation of the school's decision regarding school selection or enrollment, including the rights of the parent, guardian, or student to appeal the decision;
- The student, parent, or guardian shall be referred to the liaison for homeless students, who shall carry out the dispute resolution process as expeditiously as possible after receiving notice of the; and
- In the case of an unaccompanied youth, the liaison for homeless students shall ensure that the student is immediately enrolled in school pending resolution of the dispute and is informed of the dispute resolution process.

The homeless education liaison will navigate the expedited dispute resolution process.

- If the parent, guardian or homeless youth wishes to appeal the determination of the homeless education liaison, the petitioner must notify the homeless education liaison in person, by phone, email, or in writing within seven (7) business days of the receipt of the written notification. The homeless education liaison will assist the parent, guardian or homeless youth with completing the Dispute Resolution form.
- The homeless liaison must provide a copy of the Written Notification letter regarding the decision and all documents relevant to the case to the Altar Valley School District regarding school selection, enrollment, or transportation. The team will convene a meeting within seven (7) business days of receiving the completed Dispute Resolution form.
- The Altar Valley School District shall provide the parent, guardian, or homeless youth with a written notification of their decision within ten (10) business days by certified mail, hand delivery with written signature by parent, guardian, caregiver, or deliver via email with delivery and read receipt options turned on.

### **State Level Dispute Process:**

- If the dispute is not resolved at the LEA Level, the homeless education liaison will assist the parent, guardian, or homeless youth to complete and submit a Notice of Appeal to the State Homeless Education Program Coordinator to be received no later than seven (7) days after receiving the district's written determination letter.
- The SEA will convene a team within seven (7) days of the date the dispute is received.
- The SEA will issue a written decision to all parties. The determination of this panel shall be final.