



## **DISPUTE RESOLUTION PROCESS**

1. In the event of a dispute, the student must be immediately enrolled in school of origin or the school of residence in which he/she is seeking enrollment, pending resolution of the dispute.
2. The parent/guardian or youth shall be provided with the Written Notification of the Enrollment Decision as well as the Dispute Resolution Form. This form must be completed by the parent/guardian or homeless youth and returned to the LEA Homeless Liaison to facilitate the dispute resolution process.
3. A copy of the completed form shall be provided to the parents, guardian, or youth for their records. Parents, guardian and accompanied youth must be informed that:
  - They can provide oral or written documentation to support their positions about school selection or enrollment.
  - They can seek the assistance of social services, advocates and/or service providers in the dispute process
4. MVUSD will outline the decision steps and timelines delineated in their homeless policy.
5. A copy of the outcome shall be provided to the parents/guardians or unaccompanied youth for their records, even when the dispute is resolved satisfactorily.
6. If the dispute remains unresolved or the parent/guardian or unaccompanied homeless youth is not satisfied with the MVUSD's decision, an appeal may be filed with:

Riverside County of Education  
McKinney-Vento Homeless Education Program  
3939 13<sup>th</sup> Street  
Riverside, CA 92501

7. The MVUSD Homeless Liaison will forward all written documents and related paperwork to the County Homeless Liaison. Once an enrollment decisions is determined, the RCOE liaison will notify the LEA and the parent of the decision in an expeditious manner.
8. If the dispute remains unresolved or is appealed, the MVUSD homeless liaison shall forward all written documentation and related paperwork to the State Homeless Coordinator.

The California Department of Education  
c/o Homeless State Coordinator  
1430 N Street, 6<sup>th</sup> floor, Suite 6208  
Sacramento, CA 95814  
(916) 319-0383

9. Upon the review of the LEA, the RCOE, and parent information, the CDE will notify the parent of the final school selection or enrollment decision in an expeditious manner.

**WRITTEN NOTIFICATION OF LEA ENROLLMENT DECISION**

Date: \_\_\_\_\_ School/LEA: \_\_\_\_\_

Person completing the form: \_\_\_\_\_ Title: \_\_\_\_\_

In compliance with Section 722(g)(3)(E) of the McKinney-Vento Homeless Education Assistance Act of 2001, the following written notification is provided to:

Parent or Guardian: \_\_\_\_\_

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. Please complete the accompanying Dispute Resolution form and contact: Shannon Tobias, District Liaison, 24150 Hayes Avenue, Murrieta, CA 92562

The student(s) has the right to immediately enroll in the requested school of origin or school of residence pending resolution of the dispute.

- The parent/guardian or unaccompanied homeless youth may provide written or oral information to support the request for continuation at the school or origin or to attend the school of origin.
- The Enrollment Dispute Resolution process is attached.
- You may appeal the Alvord’s decision through the Riverside County of Education.

Riverside County of Education  
McKinney-Vento Homeless Education Program  
3939 13<sup>th</sup> Street  
Riverside, CA 92501

You may contact the state coordinator for homeless education to appeal MVUSD’s decision:

The California Department of Education  
c/o Homeless State Coordinator  
1430 N Street, 6<sup>th</sup> floor, Suite 6208  
Sacramento, CA 95814

