



CLAYTON COUNTY PUBLIC SCHOOLS
"Building A Better Tomorrow, Today"
Homeless Education Department
McKinney-Vento Program
"Serving Homeless Children & Youth"



2260 Old Rex Morrow Road, Suite D • Morrow, GA 30260 • (770)473-3250

McKinney-Vento Dispute Resolution Appeal Form

This form is to be completed by the parent/guardian or unaccompanied youth when a dispute arises regarding school selection or enrollment. A copy of the completed Dispute Resolution Form should be provided to the parent/guardian or unaccompanied youth by the school. The school should email the Dispute Resolution Appeal Form upon receipt to the Homeless Education Department. The parent/guardian or unaccompanied youth may also verbally report this information to the Homeless Liaison at 770-473-3250.

Please see the attached document McKinney-Vento "Know Your Rights" handout, as needed, for information regarding the definition of homeless children and youth.

First Level of Appeal: Sonia Davis, Homeless Education Liaison Coordinator
sonia.davis@clayton.k12.ga.us

Second Level of Appeal: Katrina Thompson, Executive Director of Federal Programs
Katrina.thompson@clayton.k12.ga.us

Date submitted: _____

Student(s): _____

School(s): _____

Person completing form: _____ Relation to Student(s): _____

I may be contacted by (phone or email): _____

I wish to appeal the enrollment decision made by: _____

Title: _____ Date: _____

Student Support Services
*"Maximizing Impact, Addressing Barriers,
and Unleashing Academic Potential"*

I have been provided with:

- ☐ Procedures for Dispute Resolution Regarding School Selection for Homeless Students
- ☐ A Written Notification of Enrollment Decision, to include contact information for the local homeless education liaison
- ☐ A copy of the Dispute Resolution Appeal Form, and
- ☐ A copy of the Rights Handout

You may submit a written explanation to support your appeal in the space below:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

Signature of person submitting dispute: _____

Return completed form (via email or hand delivered) to the Homeless Education at 2260 Old Rex Morrow Road, Morrow, GA 30260. HED@clayton.k12.ga.us

-----For School System Use-----

Date received by the Homeless Education Department: _____

Give a copy to the parent/guardian or unaccompanied youth.

First Level of Appeal: _____ Date received HED Liaison Coordinator: _____

HED Liaison Coordinator Initials: _____

Second Level of Appeal: _____ Date received by Executive Director of Federal Programs: _____

Executive Director of Federal Programs Initials: _____