



Dr. Claude Tiller, Jr.

Superintendent of Schools and Learning

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STUDENT PLACEMENT DISPUTE PROCESS

McKinney Vento Homeless Education Assistance Act

A youth experiencing homelessness has the right to remain at his or her school of origin, or to attend the public school, located in the area where they are currently residing, that other students who live in the attendance area are eligible to attend. If the student is eligible to attend more than one school, parents or unaccompanied homeless youth (UHY) will have the option of choosing the school they wish to attend.

When a dispute arises over MKV eligibility, school enrollment or school placement, the GBAPS MKV Liaison or parent/UHY will complete a GBAPS MKV Dispute Form and submit it to the Director of Federal Programs for determination. The Director of Federal Programs will review dispute information and will make a determination within 2 business days. After a determination is made, the parent/UHY will receive written notification of the determination. If the dispute is not satisfactorily resolved, the parent or UHY can request a meeting with the Assistant Superintendent to further address the dispute. If the dispute is not resolved after a meeting with the Assistant Superintendent, then the parent/UHY can submit a written request to the School Board to address the matter.

The parent/UHY can contact the MKV State Coordinator for Homeless Education

Wisconsin Department of Public Instruction at 608-267-7338 for additional information.

When a dispute arises, this form is to be completed by the parent or UHY. The MKV Liaison, or building Social Worker, can provide assistance to the parent/UHY to support completion of the form. Student(s) can attend school requested (origin or attendance area school) until the dispute is satisfactorily resolved.



_____	_____	_____
Student Name	Student date of birth	Requested School
_____	_____	_____
Student Name	Student date of birth	Requested School
_____	_____	_____
Student Name	Student date of birth	Requested School

Person filing dispute: _____ Relationship: _____ Phone: _____

Please write a brief explanation of your dispute:

Signature: _____ Date: _____

Return this completed form to Green Bay School District's Homeless Coordinator.

Note: The student will attend the school requested (school of origin or school of residence) by the parent/caregiver or unaccompanied youth until the dispute is resolved.

Homeless Coordinator: _____ Date received: _____

NOTIFICATION OF STUDENT PLACEMENT DISPUTE RESOLUTION

McKinney-Vento Homeless Education Assistance Act



Date: _____

To: _____

In regards to:

_____	_____	_____
Student Name	Student date of birth	Requested School

_____	_____	_____
Student Name	Student date of birth	Requested School

_____	_____	_____
Student Name	Student date of birth	Requested School

After reviewing your request, the enrollment request is: Denied Approved

This determination was based on:

School Student is assigned to: _____

Start Date: _____

If you wish to appeal this decision, you may submit a written request for a conference with the Superintendent.

You may contact the State Coordinator for Homeless Education at (608)267-7338 for additional information.

Sincerely,

Director of Federal Programs
Green Bay School District
(920) 448-2139