

INSTRUCTIONEducation for Homeless ChildrenDISTRICT EXPLANATION OF DECISION
RELATED TO ELIGIBILITY, SCHOOL SELECTION, OR ENROLLMENT

Instructions: The following form provides notice and explanation to a student's parent/guardian or an unaccompanied youth regarding the district's decision related to student eligibility, school selection, or enrollment.

Date: _____ Name of person completing form: _____

Title: _____ Phone number: _____

In accordance with the federal McKinney-Vento Homeless Assistance Act (42 USC 11431- 11435), this notification is being provided to either:

Name of parent(s)/guardian(s): _____

Name of unaccompanied student: _____

School requested: _____

District's placement decision (name of school): _____

Description of action(s) proposed/refused by the district related to eligibility, school selection, or enrollment, including an explanation of why the action(s) is proposed/refused:

The district's determination regarding eligibility, school selection, or enrollment was based upon the following evidence:

Other options the district considered, if any, which were rejected for the following reasons:

Factors relevant to the district's decision and information related to the eligibility or best interest determination including the facts, witnesses, and evidence relied upon and their sources, if any:

You have the right to appeal this decision to the district Superintendent. To do so, contact the district's homeless liaison listed below within the next (insert number of days) _ days to request a Dispute Form. You may provide written or oral documentation to support your position, and may also seek the assistance of social services, advocates, and/or service providers in the dispute process. The Superintendent or designee will review all the evidence and will notify you of the decision within (insert number of days) days.

If you are not satisfied with the Superintendent's decision, you may appeal to the Fresno County Superintendent of Schools (FCSS). If you are not satisfied with the COE's decision, you may then

appeal to the California Department of Education (CDE). The district's homeless liaison can assist you with this appeal.

CONTACT INFORMATION:

District Liaison: The district liaison is one of the primary contacts between homeless families and school or district staff. The liaison is responsible for coordinating services to ensure that homeless students enroll in school and have the opportunity to succeed academically, and mediates enrollment disputes as needed.

Name: Maisie Young, Supervisor CWA
Central Unified School District
Address: 4605 N. Polk Ave., Fresno, CA 93722
Email: myoung@centralunified.org,
Phone: 559-274-4700, Ext. 10222

County Liaison: If you appeal the district's decision to the COE, the district liaison shall forward all written documentation and related paperwork to the homeless liaison at the COE. The county liaison will review the materials and determine the eligibility, school selection, or enrollment decision within five working days of receiving the materials and notify you of the decision.

Name: Pamela Hancock
County Office of Education homeless liaison:
Foster and Homeless Youth Coordinator
Fresno County Superintendent of Schools
2405 Tulare Street, #248, Fresno, CA 93721
Email: phancock@fcoe.org
(559) 265-4003

State Coordinator: If you appeal the COE's decision to CDE, the county homeless liaison shall forward all written documentation and related paperwork to CDE's Homeless Education Program. The state coordinator will review the district, COE, and parent/guardian information and will notify you of the decision within ten working days of receiving the materials.

State homeless coordinator:
Coordinated School Health and Safety Office California Department of Education
1430 N Street, Room 6408
Sacramento, CA 95814-5901
Email: HomelessEd@cde.ca.gov
(916) 319-0383

RIGHTS:

Pending the final resolution of this dispute, including the period of all appeals, the student has the

right to immediately enroll in the school requested and to participate fully in school activities at that school.

Exhibit approved: 11/30/15

Exhibit revised: 1/3/17; 10/11/2022

INSTRUCTION

Education for Homeless Children

EDUCATION FOR HOMELESS CHILDREN
ENROLLMENT DISPUTE FORM

Instructions: This form is to be completed by a parent/guardian or student when a dispute regarding enrollment has arisen. As an alternative to completing this form, the information on this form may be shared verbally with the district's liaison for homeless students.

Date submitted: _____
Student's name: _____
Name of person completing form: _____
Relation to student: _____
Address: _____
Phone number: _____
Name of school requested: _____

I wish to appeal the eligibility, school selection, or enrollment decision made by:
____ District liaison ____ District Superintendent ____ County office of education liaison

Reason for the appeal: You may include an explanation to support your appeal in this space or provide your explanation verbally.

I have been provided with:

- A written explanation of the district's decision
- Contact information for the district's homeless liaison
- Contact information for the county office of education's homeless liaison
- Contact information for the state homeless coordinator

Exhibit approved: 11/30/15

Exhibit revised: 1/3/17