



Dispute Resolution Procedure for Homeless Students & Families

The McKinney-Vento Act, Education of Homeless Youth Program, Subtitle VII-B, Section 722(g)(3), provides the following guidance regarding enrollment disputes:

If a dispute arises over school selection or enrollment, the child/youth must be immediately admitted to the school in which he/she is seeking enrollment, pending resolution of the dispute [Sec. 722(g)(3)(E)(i)];

The parent or guardian must be provided with a written explanation of the school's decision on the dispute, including the right to appeal [Sec. 722(g)(3)(E)(ii)];

The parent/guardian/youth must be referred to the school district homeless contact person, who will carry out the state's grievance procedure as expeditiously as possible after receiving notice of the dispute [Sec. 722(g)(3)(E)(iii)]; and,

In the case of an unaccompanied youth, the homeless liaison shall ensure that the youth is immediately enrolled in school pending resolution of the dispute[Sec. 722(g)(3)(E)(iv)].

If eligibility, enrollment or placement disputes or complaints arise regarding the education of homeless children and youth, the Dallas School District recommends that (compliant with policy number KL-2):

- A. The person having the complaint must first contact the building administrator to present their concerns and most likely to be able to resolve it quickly.
- B. If Step A is not successful or is not possible under the circumstances, contact should be made with the District Liaison, Caleb Harris at 503-623-8316; or by email caleb.harris@dspd.org
- C. If Step A or B is not successful or is not possible under the circumstances, contact should be made with the Superintendent's office at 503-623-5594.
- D. If after the above steps are taken and are not successful , contact should be made with the Oregon Department of Education (ODE) directly through the Education for Homeless Children and Youth Program, Office of the State Coordinator at (503) 947-5781; or by email at: dona.bolt@state.or.us . ODE will deliver a response within 20 business days of the receipt of the complaint.

The Dallas School District makes determinations on eligibility, enrollment or school placement for homeless students that conflict with the wishes of the parent or student involved are required to provide notice of the determination in writing to all parties, along with instructions on how to appeal the decision. Students are entitled to remain in their school of choice until the appeal process has reached completion. The district will include review by ODE as the final step in the appeals process.