

[NOTE: This form is to be completed when a school/district denies the school enrollment choice of a parent, guardian, or unaccompanied youth who is seeking enrollment under the McKinney-Vento Homeless Assistance Act. Place on District letterhead.]

Date: _____

Person Completing Form: _____ Title: _____

School: _____ District: _____

In compliance with section 722(g)(3)(E) of the McKinney-Vento Homeless Assistance Act, this written notification of school enrollment decision is provided to:

Name of Parent/Guardian/Unaccompanied Youth: _____

Name of Student(s): _____

After reviewing the current living situation of the student(s) listed above, a team comprised of *administrators, social worker, interventionists and teachers*, has determined that *[select one of the following for inclusion in the notice]*:

Option A:

The student(s) qualify for McKinney-Vento services and it is in the best interest of the student(s) to remain in the School of Origin, _____.

- The District Liaison will meet with you to determine the level of need required, if any, and how help can be coordinated for the following areas of support: Basic Individual/Family, Educational/Academic, and/or Social/Emotional.*
- If your living situation changes, it is the responsibility of the Parent/Guardian/Unaccompanied Youth to inform the school of changes to your living situation. If a more permanent living situation occurs, McKinney-Vento services may still be provided for the remainder of the school year.*

Option B:

The student(s) qualify for McKinney-Vento services, but it may not be in the best interest of the student(s) to remain in his/her/their School of Origin, _____, and will be supported in enrolling in their new Local Attendance Area School, _____

- This determination was based upon [list all factors]: _____*
- The District Liaison will work with you to ensure this transition is as smooth as possible.*

Option C:

The student(s) do NOT qualify for McKinney-Vento services, but may be supported by other district services.

- *This determination was based upon [list all factors]: _____*
- *If your living situation changes, you may re-apply.*
- ***You have the right to appeal this decision.*** *You may do so by completing the dispute resolution form attached to this notice or by contacting the district’s local homeless education liaison. You must promptly request and submit a dispute resolution form to the District’s Homeless Liaison where enrollment is sought after receiving this homeless eligibility/placement notification. The district will make a decision on the complaint and inform the parent or unaccompanied youth of its decision **within ten business (10) days** of receipt of the dispute resolution form.*
- *The student(s) listed above has/have the right to enroll or continue enrollment in the requested school pending the resolution of the dispute.*

District Liaison Signature: _____ Date: _____

District Liaison Contact Information:

Name: _____

Phone Number: _____

Email: _____

McKINNEY-VENTO ACT STATEMENT OF PARENT-STUDENT RIGHTS

This District is committed to providing an educational environment that treats all students with dignity and respect. Every student experiencing homelessness or transition shall have access to the same free and appropriate educational opportunities as students who are not homeless. This commitment to serve the educational rights of homeless children, youth, and unaccompanied youth, applies to all services, programs, and activities provided or made available by the District.

A student or unaccompanied youth may be considered eligible for services under the McKinney-Vento Homeless Assistance Act if he or she is presently living:

- In temporary shared housing, a shelter, or transitional living program;
- In a hotel/motel, campground, or similar situation due to lack of alternatives;
- At a bus station, park, car, or abandoned building.

Eligible students under the McKinney-Vento Act have the right to the following:

- **Immediate enrollment:** documentation and immunization records cannot serve as a barrier to the enrollment in school;
- **School selection:** eligible students have a right to select from the following schools:
 - The school he/she attended when permanently housed (School of Origin);

- The school in which he/she was last enrolled (School of Origin); or
- The school in the attendance area in which the student currently resides (the School of Residency).
- **Remain enrolled** in his/her selected school for the duration of homelessness, or until the end of the academic year upon which they are permanently housed.
- **Participate in programs** for which they are eligible, including Title I tutoring programs; free lunch in schools with the National School Lunch Program; and Head Start and Even Start Preschool programs.
- **Transportation services:** a McKinney-Vento eligible student attending his/her School of Origin has a right to transportation to and from the School of Origin.
- **Dispute Resolution:** If you disagree with school officials about enrollment, transportation, or fair treatment of a homeless child or unaccompanied youth, you may file a complaint with the District. The District must respond and attempt to resolve the complaint promptly. During the dispute, the student must be immediately enrolled in the school and provided transportation until the matter is resolved. The District Liaison will assist you in explaining the decision, providing notice of any appeal process, and filling out dispute forms.

In addition:

- You may provide written or verbal communication(s) to support your position regarding the student's enrollment in the requested school. An appeal form is attached.
- You may contact the State Coordinator for Homeless Education at the Idaho State Department of Education if further help is needed or desired.

Name: Suzanne M. Peck
Idaho State Department of Education
650 W. State St.
Boise, ID 83702
Telephone: (208) 332-6904

- You may seek the assistance of advocates or attorneys at your own expense.