



Prentice School District



Homeless Education Program

Student Placement Dispute Form

A homeless child or youth has the right to remain at his or her school or origin (public school that the child or youth attended when permanently housed, or the public school in which the child or youth was last enrolled) or to attend any public school 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/caregivers or unaccompanied youth will have the option of choosing the school. A student is eligible to attend a school only if the student meets the requirements of the school program and there is a seat available at the student's grade level.

When a dispute arises over school placement, this form is to be completed by the parent/caregiver or unaccompanied youth. The Homeless Coordinator, in consultation with the parent/caregiver or unaccompanied youth, can also complete the form. A homeless Liaison can be contacted at (715)428-2811.

Student _____

MPS ID _____ Date of birth _____

Person filing dispute _____

Relationship to student _____

I may be contacted at: Phone _____

E-mail _____

I have been provided with a copy of the Student Assignment Form indicating the school placement.

Check one Yes No

School Assigned _____

School requested _____

Please write a brief explanation of your dispute.

Signature _____ Date _____

Parent/Caregiver or Unaccompanied youth

Return this completed form to the Homeless Liaison – Randy Bergman at the Prentice School District.

Note: The student will attend the requested school until the dispute is resolved.

Homeless Coordinator

Signature: _____ Date _____

Prentice School District Homeless Liaison

Randy Bergman 1025 Town Street, P.O. Box 110 Prentice, WI 54556

Phone: (715)428-2811 FAX: (715)428-2815

Email: randy@prentice.k12.wi.us





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A copy of the form must be given to the parent/caregiver or unaccompanied youth. The Homeless Liaison will fax the form to both the assigned school and the requested school. The parent will receive written notification of the dispute resolution within five business days.

Homeless Education Program

Written Notification of Dispute Resolution

Date: _____

To: Parent/caregiver or unaccompanied youth _____
Student Name Here

In reference to: Section 722(g) (3) (E) of the McKinney-Vento Homeless Assistance Act of 2001.

After reviewing your request to enroll the student listed above at _____
Requested School
School, the enrollment request is: *Check one.* Denied Accepted

This determination was based upon:

You have the right to appeal this decision to the Wisconsin Department of Public Instruction (the procedure is attached).
You may contact the State Coordinator for Homeless Education at the Wisconsin Department of Public Instruction at (608)267-7338.
You may also seek the assistance of an advocate or attorney.

Sincerely,

Randy Bergman, Homeless Liaison
Prentice School District
(715)428-2811

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Homeless Education Program

Student Placement Dispute Process

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When a dispute arises over school placement the Homeless Liaison, in consultation with the parent/caregiver or accompanied youth, will complete a student placement dispute form. A Homeless Liaison can be contacted at (715)428-2811. The Homeless Liaison will make the determination and send the disputant a copy of the *Written Notification of the Dispute Resolution* form. The student has the right to attend the school of choice until the dispute is resolved.

Prentice School District Homeless Liaison

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