

The McKinney-Vento Homeless Assistance Act acknowledges that disputes may arise between the school district, the student experiencing homelessness, and the student's parents/guardians. As detailed in the federal statute, the McKinney-Vento Homeless Liaison is responsible for implementing the requirements of the best interest determination process to select the school in which the student experiencing homelessness is to attend, as well as requirements pertaining to the dispute resolution process.

This packet is to inform you of your rights and the process to file an appeal to dispute the selection of the school and services that have been arranged. Below is a list of the items included in this packet:

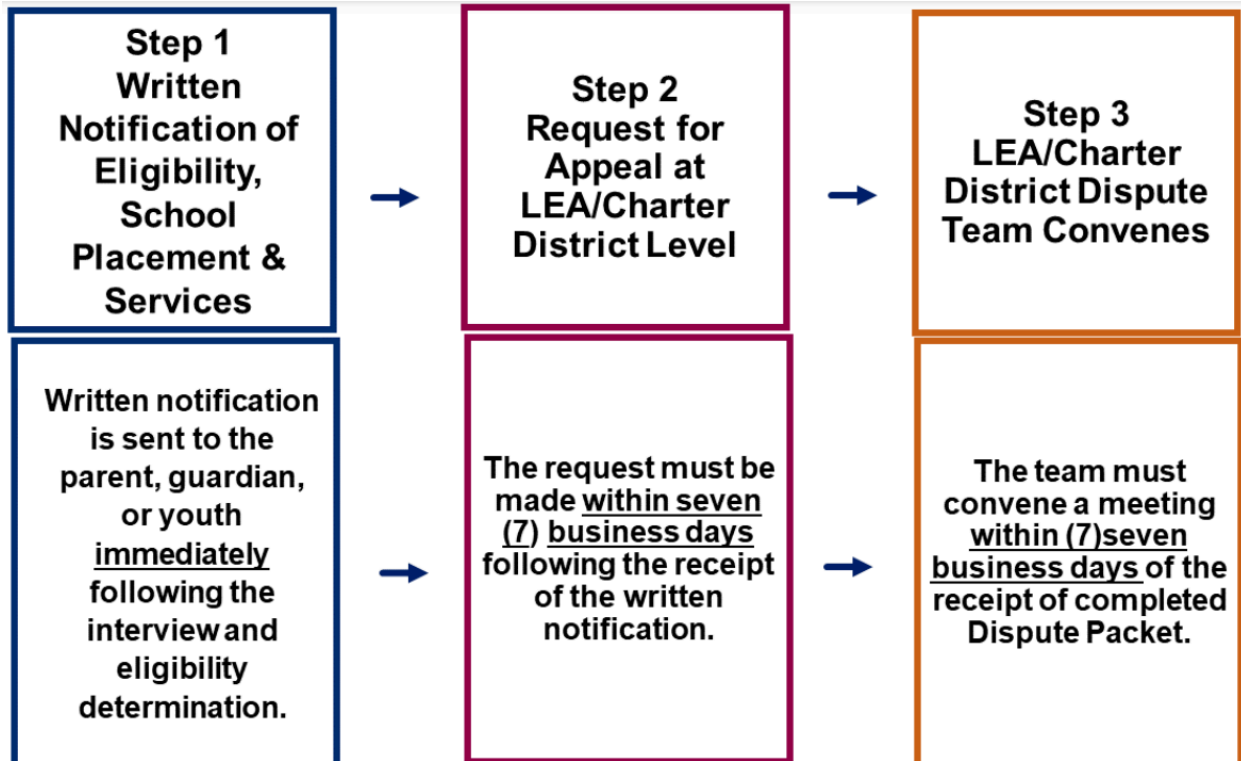
1. Contact information for the school district's McKinney-Vento Homeless Liaison and State Coordinator.
2. Timelines for resolving the LEA/Charter District and State-level appeals, along with a written step-by-step description of how to dispute the school district's decision.
3. The Dispute Resolution form to be completed and returned to the McKinney-Vento Homeless Liaison (see contact information below). **Submission of this form will initiate the dispute process.**
4. A copy of the Written Notification of McKinney-Vento Eligibility Decision regarding school placement, enrollment, and services.
5. A copy of the Rights of Homeless Students.

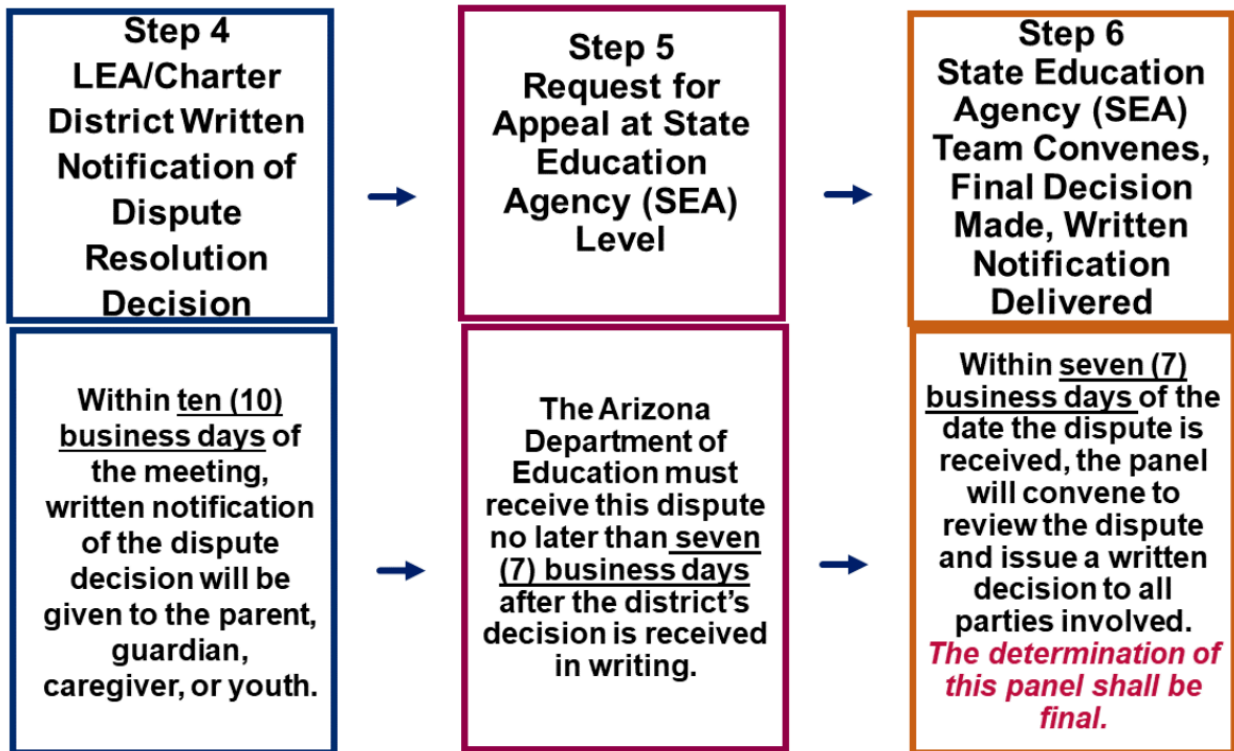
Please note that the **student has the right to enroll or remain enrolled** in the requested school pending the resolution of the dispute. Upon receipt of the dispute resolution packet, the McKinney-Vento Homeless Liaison will begin the process for review. If applicable, transportation must be arranged expeditiously.

If, at any time, you have questions regarding the dispute resolution process, you can contact the district McKinney-Vento Homeless Liaison or the State Homeless Education Coordinator to assist you with the process.

Contact information for the LEA's/Charter District's McKinney-Vento Homeless Liaison and the State Homeless Education Program Coordinator	
<p>School District Name Arizona Autism Charter Schools, Inc. 1430 E. Indian School Rd. Phoenix, AZ 85268</p> <p>School District McKinney-Vento Homeless Liaison Tracy Malcolm 602-882-5544 tmalcolm@autismcharter.org</p>	<p>Arizona Department of Education State Homeless Education Program 1535 W. Jefferson Street Phoenix, AZ 85007</p> <p>State Homeless Education Program Coordinator Rita Rodriguez (602) 542-4963 Homeless@azed.gov</p>

Timelines for resolving the LEA/Charter District and State-level appeal





<<GO TO THE NEXT PAGE FOR THE AZACS DISPUTE RESOLUTION FORM>>



AZACS/LEA-Level Dispute Resolution Procedure & Form

AZACS DISPUTE RESOLUTION FORM

Today's Date: _____

Information About the Petitioner	
Please provide the first and last name of the individual requesting the appeal:	
What is the relationship to the student:	
Please provide a mailing address: <i>If you do not have a mailing address, please state that.</i>	
Please provide your email address: <i>If you do not have an email address, please state that.</i>	
Please provide your phone number: <i>If you do not have a phone number, please state that.</i>	

Information About the Student or Students	
Please provide the student/s information (include detailed information):	
<ul style="list-style-type: none"> • Full name • Date of birth • Grade level • Student ID 	
Student 1	
Student 2	
Student 3	
Student 4	
Student 5	



AZACS/LEA-Level Dispute Resolution Procedure & Form

Information About the LEAs/Charter Districts	
<p>What is the name of the school of origin? <i>The school of origin is the school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool.</i></p>	
<p>If there are additional schools your child or youth attended since you were permanently housed, provide the name of the schools.</p>	
<p>What school district is the school of origin a part of? <i>If you do not know the answer to this question, you can skip it.</i></p>	
<p>What is the name of the school of residency? <i>The school of residency is the school where the student is temporarily residing.</i></p>	
<p>What school district is the school of residency a part of? <i>If you do not know the answer to this question, you can skip this question.</i></p>	
<p>What is the name of the McKinney-Vento Homeless Liaison you have been working with? <i>If you do not know please state that.</i></p>	
<p>Provide the names of any additional district staff members that have been working with you regarding this matter.</p>	

Information About the Written Notification	
Did you receive a written notification	



AZACS/LEA-Level Dispute Resolution Procedure & Form

regarding the McKinney-Vento eligibility decision from the LEA/Charter District?	
If you received a written notification regarding the decision, what date did you receive it?	
Was a best interest determination (BID) meeting held? If yes, when was the meeting held?	
If you received a written notification regarding the decision of the BID meeting, what date did you receive it?	

Information About your Request for an Appeal
<p>Please provide an explanation regarding the reason for your request to appeal. You may include as much detail as possible. Items you may consider including are as follows:</p> <ul style="list-style-type: none"> • Information regarding the specific point at issue • What rights you feel the school or district has not honored • Supporting documentation from individuals providing support to you and your family such as shelter case managers, community support personnel, school staff, other stakeholders.
<p>Use this section to provide an explanation regarding the reason for your request to appeal.</p>



AZACS/LEA-Level Dispute Resolution Procedure & Form

I agree this information is accurate to the best of my knowledge, and to participate in the dispute resolution meeting that the LEA/Charter District will coordinate.

Signature of the Petitioner

Date

Please return the Dispute Resolution Form to the McKinney-Vento Homeless Liaison. The contact information can be located on page 1 of this form.

School District Personnel Receiving the Dispute Resolution Form

Date Dispute Resolution Form Received