



## Howard-Suamico School District Homeless Dispute Resolution Form

**This form should be completed when a dispute arises over school enrollment/placement, and should be returned to the Associate Director of Student Services at the Howard-Suamico Schools District Office, 2706 Lineville Road, Green Bay, WI 54313.**

Student's Name: \_\_\_\_\_

Person completing form: \_\_\_\_\_  
(Name) (Relation to Student)

I may be contacted at: \_\_\_\_\_  
(Address) (Phone) (E-mail)

I wish to dispute the following decision: \_\_\_\_\_

\_\_\_\_\_

I feel the decision I am disputing was wrong because (give detailed information in support of your position, you may attach a separate document if necessary):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Persons who have information to support my position (include contact information): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I request the following action be taken on this dispute: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Person Completing Form Signature)

\_\_\_\_\_  
(Date)



# Howard-Suamico School District Homeless Dispute Resolution Form

-----**For School Use Only**-----

**Dispute Resolution Form received by:**\_\_\_\_\_ **Date:**\_\_\_\_\_

## **Determination**

In compliance with the McKinney-Vento Homeless Assistance Act, the following written notification is provided to:

Parent/Guardian:\_\_\_\_\_ Unaccompanied Youth:\_\_\_\_\_  
(Name) (Name)

After Reviewing the information relevant to your dispute my determination is as follows: \_\_\_\_\_

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Explanation for this determination: \_\_\_\_\_

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Notice of Right to Appeal: If you are not satisfied with the determination on this dispute, you have the right to appeal. The appeal is to be filed with the Director of Student Services, Jennifer Garceau, within seven (7) calendar days of receipt of this decision. For more information on the appeal process you may contact the State Department of Public Instruction Homeless Children/Youth Coordinator at 608-267-7338.

\_\_\_\_\_  
(Associate Director of Student Services)

\_\_\_\_\_  
(Date)

This Determination was given to the parent/guardian/unaccompanied youth on:

\_\_\_\_\_  
(Date)