

**EDUCATION OF THE HOMELESS DISPUTE RESOLUTION PROCEDURE**

**District Resolution Procedure**

The Board has adopted the following dispute resolution procedure for disputes related to the inner-district placement of homeless students:

1. A parent/guardian/unaccompanied student wishing to dispute the Superintendent’s school placement decision shall contact the homeless student liaison to file an appeal.
2. The homeless student liaison shall notify the Superintendent of the appeal, and the Superintendent shall take measures necessary to immediately enroll the homeless student in the school in which s/he is seeking enrollment, pending resolution of the dispute.
3. The homeless student liaison shall present the appeal to the Board in a timely manner.
4. The Board will make an independent school placement determination based on feasibility and the student’s best interest. When making this determination, the Board shall at least consider the following criteria:
  - a. The age of the student;
  - b. The distance of the commute;
  - c. The impact of the commute on a student’s education;
  - d. The student’s safety;
  - e. If the student has special needs and which school best serves those needs;
  - f. The amount of time left in the school year.
5. The Board shall issue a placement determination within 30 days of receiving the appeal request. The determination shall be made in writing and issued to the parent/guardian/unaccompanied student who initiated the appeal.

**State Resolution Procedure**

The Board has adopted the following dispute resolution procedure for individuals who have exhausted the district level appeals process and/or for disputes that involve more than one school district:

1. A parent/guardian/unaccompanied youth shall inform the homeless liaison in the district of residence of his/her intent to file a state level placement appeal.
2. The Homeless Student Liaison shall assist the parent/guardian/unaccompanied youth with filing the appeal and notify the state homeless coordinator of the appeal. The Homeless Student Liaison shall notify the affected Superintendent(s) of the appeal, and the Superintendent(s) shall take measures necessary to immediately enroll the homeless student in the school in which s/he is seeking enrollment, pending resolution of the dispute.
3. The Homeless Student Liaison in the affected district(s), the enrollment officer in the affected district(s), parents of the student, homeless service providers, and the state homeless program administrator shall meet at the direction of the State Homeless Program Administrator to resolve the issue.
4. The State Homeless Program Administrator shall be considered the final decision maker District will comply with the state homeless coordinator’s placement determination.

**Dispute Resolution**

To the extent feasible and appropriate, when a dispute arises as to the best interest determination, the district must ensure that a homeless student be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent, guardian or student wishing to file an appeal of a determination shall notify the Homeless Student liaison. The liaison shall follow the dispute resolution procedure created in regulation FDB-BR1. The district shall make reasonable efforts to collaborate with aggrieved parties to resolve the dispute at the local level as expeditiously as possible.

**End of Tioga School District #15 Board Reg. FDB-BR.....Approved: 04/16/2012**

**Amended: 01/2019; Reviewed:12/15/2021**