

MCKINNEY-VENTO ACT

Appeals Process

Families who have been denied services under the Federal McKinney-Vento Act have the right to appeal that decision. During this appeals process, students have the right to enroll immediately in the school of choice pending resolution of the dispute.

Families should appeal the denial of service in writing within five (5) business days to the Clover Park School District's McKinney-Vento Liaison (Level I):

Holly Shaffer, Director of Student Services
McKinney-Vento Liaison
Clover Park School District
10903 Gravelly Lake DR SW, Room #5
Lakewood, WA 98499

A written decision will be mailed to the family within five (5) business days.

If this decision is not satisfactory, the family may appeal this decision within ten (10) days of the receipt of the notification of the Level I decision to the Clover Park School District Superintendent (Level II):

Deborah LeBeau
Superintendent
Clover Park School District
10903 Gravelly Lake DR SW, Room #8
Lakewood, WA 98499

A personal conference will be arranged between the Superintendent and the family within five (5) days of the receipt of notification that the family wishes to appeal the Level I decision.

A written decision will be mailed to the family within five (5) business days after the personal conference.

If the result of this next level of appeal is still not satisfactory, the family's final level of appeal is to the Office of the Superintendent of Public Instruction's State Homeless Education Coordinator (Level III):

Melinda Dyer
Homeless Education Coordinator
Office of the Superintendent of Public Instruction
PO Box 47200
Olympia, WA 98504-7200

Families should notify the Clover Park School District's McKinney-Vento Liaison of their desire to proceed to Level III of the Appeals Process. The McKinney-Vento Liaison is responsible for transmitting all documents to the State Coordinator.

A final decision will be made by the State Coordinator within fifteen (15) business days of receipt of the complaint. The final decision will be forwarded to the local school district's McKinney-Vento Liaison for distribution to the parent and the local superintendent.

The decision made by the State Coordinator shall be the final resolution for placement of a homeless child or youth in the district.

The mission of Clover Park School District is to teach each child what he or she needs to know to succeed and contribute to the community.



MCKINNEY-VENTO ACT Notice of Appeal

Date: _____

Student Name: _____

Student Grade: _____

School Name: _____

Parent/Guardian Name: _____

Parent/Guardian Phone Number: _____

Message Phone Number: _____

Parent/Guardian Mailing Address: _____

I, the undersigned, am appealing the decision made by Clover Park School District to deny services to my student under the Federal McKinney-Vento Act.

The particular action I would like Clover Park School District to take is:

Provide bus transportation services to and from my present location.

Provide Other Services: _____

Signature of Parent/Guardian

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