Minnesota Department of Education

DISPUTE FORM:

EDUCATION FOR CHILDREN AND YOUTH WHO ARE HOMELESS

PARENT, YOUTH or ADVOCATE APPEAL TO THE MINNESOTA DEPARTMENT OF EDUCATION

First contact the state Homeless Education Coordinator by telephone or email to report a barrier to the enrollment, attendance or education success of a student who is homeless. Then use this page to describe the problem or use another format and provide the same information. Attach the file to an email to Minnesota Department of Education (MDE).

State McKinney-Vento Homeless Education Contact:
Roberto Reyes, State Coordinator
McKinney-Vento Homeless Education
Minnesota Department of Education
1500 Highway 36 West,
Roseville, Minnesota 55113
Email: roberto.reyes@state.mn.us
Telephone: 651-582-8302

Person Contacting MDE:
Position/Role:
Telephone and Email:
Date:
Student Initials (Use initials for student(s)/family privacy):
Gender, Age/Grade:
School and School District or Charter:
Problem:

What happened when?
Have you talked to or met with the school?
When, with whom, what did they say?

Date:

Who was involved?
What did they say or what happened?

What has taken place to resolve the problem?
Date:
Who was involved?
What happened?

Parent/Advocate/or Youth Signature: _____
(To expedite the filing of a dispute, verbal consent may be necessary. Document to whom, when, how consent is given. Follow with an actual signature.)

Copy of dispute form given to Parent/Youth:

I agree the information on this report is correct. I grant permission to share the information with the state education agency to address the enrollment, attendance or education services and supports for my child. _____

Date/Contact:

MDE Follow-up:
Dispute information shared with the School/District:
Gather data:
Inform Intra-agency Team:
Resolve:

Upon notice of a dispute, MDE notifies the school/school district and provides all information available. The school district is asked to provide MDE with information provide listed on the School/School District form and any other relevant factors, information or steps taken.

MDE 10/2012