

_____ School
Dispute Resolution Process Form
_____ **Independent School District**

School Address: _____ Phone: _____ Fax: _____

Student's Name: _____ I.D. # _____ Grade: _____

Current Address: _____ Current Phone: _____

Parent/Guardian/Complaining Party's Name: _____

Relationship: Parent Guardian Unaccompanied Youth Other

Current Address: _____ Current Phone: _____

Please note: Information regarding student's address, phone number, and information protected by the Federal Education Rights and Privacy Act (FERPA) and can only be released to parent/guardian, student, or to a person specifically designated as a representative of the parent/guardian and select others described in the Act.

Lives in a Shelter Yes No

Name of school that parent chooses child to be immediately enrolled in and/or transported to/from until dispute is resolved: _____

Is this the school of origin? Yes No

(School of Origin means the school that the child attended when permanently housed or the school in which the child was last enrolled.)

If no, from which school was the student transferred? _____

Reason for the Complaint: _____

Signature of parent/guardian/complaining party: _____

Date: _____

Principal's Actions on the Complaint

Action was taken within _____ school day (s) after receiving notice of the complaint.

Date Homeless liaison was notified of the dispute: _____

Action taken by principal to resolve the dispute: _____

Was the dispute resolved? Yes No

Explanation: _____
