

# Webinar: Homelessness Policy and Procedures, Dispute Resolution

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WISCONSIN DEPARTMENT OF  
**Public Instruction**  
Jill K. Underly, PhD, State Superintendent

# Using Microsoft Teams

- We will mute everyone while we are presenting, please do not unmute yourself.
- If you have a camera on your computer please turn off the video by clicking on the camera icon at the top of your screen. It should show a line through the camera.
- To be able to use the chat function, click on the chat bubble on your screen to have the chat pop up on the right side of the screen.
- You can enter full screen by clicking on the three dots and choosing Enter Full Screen.
- We are recording the webinar.
- Feel free to enter questions into the chat at any time. We will answer at the end as time allows.

# Learning Outcomes

- Understand McKinney-Vento requirements for reviewing and/or revising LEA policies and procedures.
  - Understand McKinney-Vento requirements for the dispute resolution process.
  - Learn best practices from districts in the state.
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# Policy and Procedure Review/Revision

- McKinney-Vento requires districts to review and revise policies and procedures that may act as a barrier for students experiencing homelessness.
- It is the responsibility of the homeless liaison to ensure policies and procedures are reviewed and revised.
- This includes barriers to:
  - Identification and enrollment
  - Attendance
  - Academic success

# Policy and Procedure Review/Revision

- Districts should consider policies/procedures that include:
  - transportation
  - immunization
  - residency
  - birth certificates
  - school records
  - guardianship
  - fees and fines
- Ensure policies have been updated since **October 1, 2016!**
- Policies and procedures must ensure that children and youth experiencing homelessness are not stigmatized or segregated on the basis of their homeless status.
- This includes the McKinney-Vento dispute resolution policy.

Examples on DPI EHCY Website (under Policies & Procedures): <https://dpi.wi.gov/homeless/forms>

# Guest Presenter

**Kaylee Cutler**  
**Racine Unified School District**  
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**Happy Golden Birthday, Kaylee!**



# Dispute Resolution

Districts must have a dispute resolution policy

- It is recommended that the dispute resolution process include:
  - notice of educational rights under the McKinney-Vento Act;
  - the right to file an appeal;
  - a step-by-step description of how to appeal a decision;
  - a list of advocacy service providers in the area;
  - contact information for the homeless liaison and State Coordinator;
  - and relevant timelines.

Districts must review their policy, and revise if needed.

# Dispute Resolution (*continued*)

If a dispute arises over eligibility, school selection, or enrollment the district must:

- Immediately enroll the student in the school in which enrollment is sought pending final resolution of the dispute, including all appeals. While the appeals are pending, the student has the right to full participation in school activities and all McKinney-Vento services, including transportation.
- Provide the parent, guardian, or unaccompanied homeless youth with a written explanation of any dispute-related decisions, including the right to appeal such decisions. The written explanation must include the reason for the determination and must be in a manner and form understandable to the parent, guardian, or unaccompanied homeless youth.
- Refer the parent, guardian, or unaccompanied homeless youth to the homeless liaison, who is required to assist with the district's dispute resolution process.



# Dispute Resolution (*continued*)

If a dispute arises over eligibility, school selection, or enrollment the district must:

- Follow a clear process for the dispute and appeal process, including having more than one level of appeal before unresolved disputes are sent to DPI
  - Districts should consider who is the designated liaison in the district.
  - If the superintendent is the liaison then how will the dispute process move forward in the district?

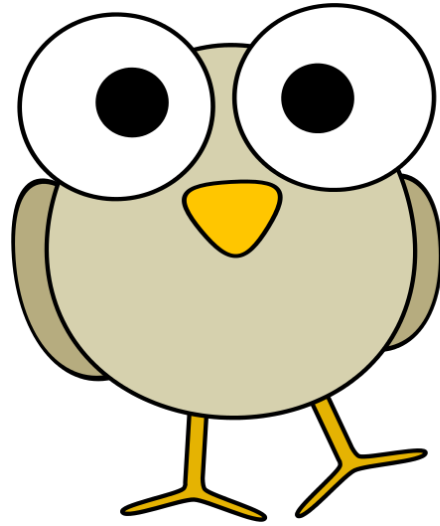
Examples on DPI EHCY Website (under Dispute Resolution):

<https://dpi.wi.gov/homeless/forms>

# Guest Presenter

**Andrea Pasqualucci**  
**Ashwaubenon School District**  
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# Questions and Answers



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# Contact

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Please complete our [evaluation!](#)