



Dispute Resolution Process

San Diego Unified School District Administrative Procedure 6129 *Enrollment of Children and Youth in Transition* specifies the following process for dispute resolution when a parent, guardian, or unaccompanied youth disputes the school's enrollment/placement decision:

When a dispute arises over school selection or enrollment, the child/youth must be immediately enrolled in the school in which he/she is seeking enrollment, pending resolution of the dispute.

- a. A written explanation of the school's decision regarding school selection or enrollment must be provided if a parent, guardian or unaccompanied youth disputes such as a school selection or enrollment decision, including the right to appeal. The written explanation shall be simply stated and provided in a language that the parent, guardian or unaccompanied youth can understand.
- b. The parent, guardian or unaccompanied youth should be advised that they can provide written or oral documentation to support their positions about school selection or enrollment.
- c. If the dispute remains unresolved at the district level or is appealed, the district liaison shall forward all written documentation and related paperwork to the liaison at the county office of education. The county liaison will review the materials and determine the school selection or enrollment decision within five (5) working days of receipt of the materials. The county liaison will notify the district liaison and the parent of the decision.
- d. If the dispute remain unresolved or is appealed, the county liaison shall forward all written documentation and related paperwork to the state liaison. The state liaison will notify the parent of the final school selection or enrolment decision within five (5) working days of receipt of the materials.

Related Forms
<ul style="list-style-type: none">• Dispute Form for Parent/Guardian or Unaccompanied Youth (McKinney-Vento)• Written Notification of Enrollment/Placement Decision (McKinney-Vento)• Determination of District (McKinney-Vento)
Contact
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