



Education of Homeless Children and Youth Dispute Resolution Process

If a dispute arises over school selection or enrollment in the school for a student eligible under the McKinneyVento Act:

- The child or youth shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute. *Pine Forest Charter School* will provide its share of the transportation to the school selected for the duration of the dispute resolution process.
- The child, youth, parent, or guardian shall be referred to *Pine Forest Charter School's* Local Educational Liaison, Kelly Smith, who shall carry out the dispute resolution process as expeditiously as possible after receiving notice of the dispute. In the case of an unaccompanied youth, Ms. Kelly shall ensure that the youth is immediately enrolled in school pending the resolution of the dispute.

The Educational Director (Kelly Smith) shall work through the expedited dispute resolution process. For *Pine Forest Charter School* that process involves:

- A) Gathering all information and making a final decision;
- B) Reviewing HCY Dispute Resolution Form as submitted by parent, guardian or unaccompanied youth. Meeting with parent, guardian or unaccompanied youth to discuss reason for complaint.
- C) A final decision will be made within 5 school days of receiving the complaint.

Pine Forest Charter School shall provide the parent, guardian, or homeless youth with:

- 1) a written explanation of the school's decision regarding school selection or enrollment; and
- 2) written forms so that, if dissatisfied with the school's decision, the parent, guardian or youth may appeal the decision to the state level.

(<https://www.azed.gov/disputeresolution/contactus>)

Our Mission: Pine Forest School provides an education of the whole child and is dedicated to helping individuals achieve their full intellectual, emotional, and physical potential in a sustainable and beautiful environment which reinforces integrity, understanding, respect, and trust. Through the Waldorf curriculum, we prepare our children to walk into the future with confidence and the necessary tools to create a better world.

2257 E. Cedar Ave. Flagstaff, AZ 86001 928-779-9880 info@pineforestschool.org