

School District of Okaloosa County
Quality Assurance
TITLE X, PART C – SCHOOL DISPUTE RESOLUTION PROCESS

Requested School Name: _____

Requested School Address: _____

Requested School Phone: _____

Is this the school of origin? ____ Yes ____ No

(School of origin is defined as the school that the child attended when permanently housed or the school in which the child was last enrolled.)

If “No”, provide the name and address of the last school the child attended:

Student Name: _____

Student’s Grade: _____

Student’s Current Address: _____

Student’s Current Phone: _____

Name of Parent/Guardian/Disputing Party’s Name: _____

Relationship: ____ Parent ____ Guardian ____ Unaccompanied Youth ____ Other

Current Address: _____

Current Phone: _____

Does the student live in a shelter? ____ Yes ____ No

Reason for dispute:

Principal’s Actions on the Dispute

The local homeless liaison was notified of the dispute on this date: _____

The Principal took action within how many days after receiving notice of dispute: _____

Describe the action taken by the Principal to resolve the dispute:

Was the dispute resolved: Yes No
Provide explanation below (provide additional pages, if needed):

If the dispute was not resolved, did the school provide the parent/guardian or unaccompanied youth with a written school placement decision that included information on his/her right to appeal this decision to the school district? Yes No

If the dispute was not resolved, did the school immediately enroll the student until the dispute was resolved? Yes No

Signature of Principal

Date

Did the school immediately provide the homeless liaison with a copy of this completed form?
 Yes No

Initials

Date

ADMINISTRATIVE COMPLEX- 120 LOWERY PLACE S.E.-FORT WALTON BEACH, FLORIDA 32548
TELEPHONE (850) 833-3100 FAX (850) 833-3436

CARVER HILL- 461 W. SCHOOL AVE.-CRESTVIEW, FLORIDA 32536
TELEPHONE (850) 689-7117 FAX (850) 689-7121