

CHULA VISTA ELEMENTARY SCHOOL DISTRICT  
84 E J Street, Chula Vista, Ca. 91910

**Student Placement Dispute Process**  
McKinney-Vento Homeless Education Assistance Act

Students experiencing homelessness have the right to remain at the student's school of origin (the public school that the student attended when permanently housed or the public school in which the student was last enrolled) or to attend any public school that other students who live in the attendance area are eligible to attend.

When a dispute arises over school placement, the parent/guardian or unaccompanied youth may complete a Student Placement Dispute form and submit it to the District's McKinney Vento liaison for determination. After determination is made, a copy of the completed Notification of Dispute Resolution form will be provided to the individual. If the matter has not been satisfactorily addressed, the individual may submit a written request for a conference with the Assistant Superintendent. Following the conference, the Assistant Superintendent will respond in writing to the individual. The student has the right to attend the school of choice (school of origin or school of residence) until the dispute is resolved.

The parent/guardian or unaccompanied youth can contact the Chula Vista Elementary School District's McKinney Vento liaison, Corina Mitchell, at (619) 425-9600 ext. 181571 for more information.

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**Student Placement Dispute Form**  
McKinney-Vento Homeless Education Assistance Act

Students experiencing homelessness have the right to remain at the student's school of origin (the public school that the student attended when permanently housed or the public school in which the student was last enrolled) or to attend any public school that other students who live in the attendance area are eligible to attend.

When a dispute arises over school placement, this form is to be completed by the parent/guardian or unaccompanied youth. The McKinney Vento district liaison, social worker or school counselor can assist the parent/guardian or unaccompanied youth complete this form.

\_\_\_\_\_  
(student/DOB) (requested school)

\_\_\_\_\_  
(student/DOB) (requested school)

\_\_\_\_\_  
(student/DOB) (requested school)

Person Filing Dispute: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to Student(s): \_\_\_\_\_

Please Write a Brief Explanation of Your Dispute:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return this completed form to the district liaison, Corina Mitchell, at [corina.mitchell@cvesd.org](mailto:corina.mitchell@cvesd.org).

Note: The student may attend the school requested (school of origin or school of residence) by the parent/guardian or unaccompanied youth until the dispute is resolved.

District Liaison Signature: \_\_\_\_\_ Date Received: \_\_\_\_\_

CHULA VISTA ELEMENTARY SCHOOL DISTRICT  
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**Notification of Student Placement Dispute Resolution**  
McKinney-Vento Homeless Education Assistance Act

DATE: \_\_\_\_\_

TO: \_\_\_\_\_

RE: _____	_____
(student/DOB)	(requested school)
_____	_____
(student/DOB)	(requested school)
_____	_____
(student/DOB)	(requested school)

After reviewing your request, the enrollment request is: \_\_\_\_ Approved \_\_\_\_ Denied

This determination was based on:

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Student(s) assigned to: \_\_\_\_\_  
(Assigned school)

Start Date: \_\_\_\_\_

For additional information, contact the San Diego County of Education Homeless Liaison at (858) 298-2062.

Respectfully,

District McKinney Vento Liaison  
Chula Vista Elementary School District