

# Williams Bay Public Schools

[www.williamsbayschools.org](http://www.williamsbayschools.org)

P.O. BOX 1410 WILLIAMS BAY, WISCONSIN 53191

**DISTRICT OFFICE**

500 W. Geneva Street  
Phone: 262/245-1575  
FAX: 262/245-5877

**HIGH SCHOOL**

500 West Geneva St.  
Phone: 262/245-6224  
FAX: 245/5877

**ELEMENTARY**

139 Congress St.  
Phone: 262/245-5571  
FAX: 262/245-1839

## McKinney-Vento Dispute Form Concerning School Enrollment/Placement

Dear Parent, Guardian, or Youth:

If you wish to appeal the Williams Bay School District's decision regarding school placement you must fill out and submit the following form and hand it into the Office, principal or guidance counselor within 10 school days of receiving the district's notification that they plan to enroll the student in a school other than the one requested

Parent/Guardian/Complaining Party's Name \_\_\_\_\_

Relationship to student:  Parent  Guardian  Unaccompanied Youth  Other (\_\_\_\_\_)

How can you be contacted? Phone: \_\_\_\_\_ Address: \_\_\_\_\_

Other: \_\_\_\_\_

Present living arrangement:

Shelter or Campground Name: \_\_\_\_\_

With friends or family members (other than parent/guardian)

Doubled up with other people due to loss of housing or economic hardship

Other: \_\_\_\_\_

Name of school chosen for child to be immediately enrolled in and/or transported to/from until dispute is resolved: \_\_\_\_\_

Is this the school of origin? (The school that the child attended when permanently housed or the school in which the child was last enrolled)  Yes  No

If no, from which school was the student transferred? \_\_\_\_\_

Reason for the Complaint:

\_\_\_\_\_

Signature of Complaining Party: \_\_\_\_\_ Date: \_\_\_\_\_

### **Actions on the Complaint to be determined within 10 school days after complaint is submitted to Homeless Liaison**

Date Liaison was notified of the dispute: \_\_\_\_\_

Action taken to resolve dispute: \_\_\_\_\_

Was the dispute resolved?  Yes  No

Explanation: \_\_\_\_\_

You can reach the school district's Homeless Liaison, Ms. Isaacson, at 262.245-5571 or at the elementary office and the state coordinator at michael.dennison@dpi.wi.gov or 608.266-2489 if you have questions.