Date:

Dear Parent/Guardian/Youth,

You are receiving this letter because your child(ren) had been identified under the McKinney-Vento Homeless Assistance Act. We received information that you have become permanently housed at the following address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, which is located in \_\_\_\_\_\_\_\_\_\_\_\_\_\_School District.

Once you become permanently housed, you have the right to choose which district you want your child to attend for the remainder of this school year. You have the right to remain in our district, or transfer to your new district. If you remain at our school district, we will continue to transport your child to and from school, thru the end of the school year. We will then assist you in transferring your child to their new district. If you decide to transfer to your new district, we will assist you in transferring your child’s records.

Please let me know, as soon as possible, your choice. If you have any questions or concerns regarding your child(ren)’s eligibility for services, please feel free to give me a call, email, write or stop in to see me. I will be happy to assist you any way possible.

Thank you,

Name

Title + Homeless Liaison

Address of Your Office

Phone #

Email Address