

STUDENT / PARENT APPEAL FORM – LEVEL TWO

HEREFORD ISD SCHOOL BOARD POLICY - FNG

To appeal a Level One decision or the lack of a timely response after a Level One conference, please fill out this form completely and submit it by hand delivery, fax, or U.S. mail to the Assistant Superintendent within the time established in FNG (LOCAL). Appeals will be heard in accordance with FNG (LEGAL and LOCAL) or any exceptions outlined therein.

1. Name _____

2. Address _____

3. Telephone numbers _____

4. Campus _____

5. If you will be represented in voicing your appeal, please identify the person representing you.

Name _____

Address _____

Telephone numbers _____

6. To whom did you present your complaint at Level One? _____

Date of conference _____

Date you received a response to the Level One conference _____

7. Please explain specifically how you disagree with the outcome at Level One.

8. Attach a copy of your original complaint and any documentation submitted at Level One.

9. Attach a copy of the Level One response being appealed, if applicable.

Student or parent signature _____

Signature of the student's or parent's representative _____

Date of filing _____