

McLean ISD

LEVEL TWO APPEAL NOTICE – STUDENT/PARENT COMPLAINT

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 Superintendent or designee within the time established in school board policy FNG (Local). Appeals will be heard in accordance with FNG (Legal) and (Local) or any exceptions outlined therein.

Name _____ Telephone number _____

Address _____

Campus _____

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

Name _____ Telephone number _____

Address _____

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

Date of conference _____

Date you received a response to the Level One conference _____

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

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

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

Student or parent signature

Signature of student's or parent's representative

Date of filing