

FGE- Student Rights and Responsibilities: Student Complaints

Aggrieved Students

A student aggrieved by a violation of a constitutional, statutory, or common law right, or a violation of a rule adopted by the State Board of Education or a policy adopted by the Board shall be afforded a hearing before the Board in accordance with applicable law. However, this provision shall not be construed to create an independent right to a hearing before the Board in addition to hearings required by law.

Notice

The aggrieved student shall make a written request for a hearing, identifying specifically the claimed violation and the relief requested. The written request shall be deemed filed upon receipt by the Superintendent's office, and unless a shorter time period has been adopted by local policy, the request shall be filed with the Superintendent's office not more than 30 days after the claimed violation.

Hearing

The Board shall conduct a hearing for aggrieved parties within 30 days of receipt of a written request for a Board hearing unless the hearing is postponed by mutual consent. The Board shall notify the aggrieved student in writing of the time and place of the hearing. The Board shall notify the aggrieved student of its decision in writing within 15 days after the hearing.

Exclusions

Student complaints regarding instructional materials, removal to alternative education programs, expulsion, prior review of non-school materials intended

for distribution to students, or special education appeals are covered by separate procedures.

Purpose

The purpose of this policy is to secure at the first possible level prompt and equitable resolution of student complaints, including those alleging discrimination on the basis of race, religion, color, sex, national origin, or handicap.

Presentations and Hearings

In most circumstances, students shall be entitled to administrative conferences and informal presentations of the complaint to the Board.

Representation

The student may be represented by an adult at any level of the complaint. If the complaint involves a problem with a teacher, the student shall in most circumstances be expected to discuss the matter with the teacher before requesting a conference with the Principal at Level One.

Level One

A student who has a complaint shall request a conference with the Principal within ten calendar days of the time the student knew, or should have known, of the event or series of events causing the complaint. The Principal shall schedule and hold a conference with the student within five days.

Level Two

If the outcome of the conference with the Principal is not to the student's satisfaction, the student has ten calendar days to request a conference with the Superintendent or designee who shall schedule and hold a conference. Prior to or at the conference, the student shall submit a written complaint

that includes a statement of the complaint and any evidence in its support, the solution sought, the student's signature, and the date of the conference with the Principal.

Level Three

If the outcome of the conference with the Superintendent or designee is not to the student's satisfaction, the student may present the complaint to the Board at the next regular meeting.

The Board shall designate a portion of its regular monthly meeting to hear student complaints. The Board President may set reasonable time limits on complaint presentation. The Board shall listen to the complaint, but is not required to respond or take action on the matter unless the complaint is from an aggrieved party.

Executive Session

If the complaint involves complaints or charges about an employee, the complaint shall be heard by the Board in executive session unless the employee complained about requests the meeting to be public.