

Student Concerns, Complaints and Grievances

In the event a student believes that there has been a violation of school district policy and/or procedures, the student shall first discuss the grievance with the individual with whom he has the grievance with the objective of resolving the matter in an informal manner within seven working days.

If the grievance cannot be resolved informally, the student shall mail or deliver a written statement setting out the alleged violations in specific terms, describing the incident or activity involved, the persons involved and the dates, times and locations. The grievance shall be mailed to the immediate supervisor of the individual, with a copy to the individual, within 10 working days after the initial seven-day period.

The immediate supervisor or building principal shall provide the student filing the written statement an opportunity to discuss the matter personally with him, if requested, within 10 working days of receipt of such request.

The immediate supervisor or building principal shall render a written decision within 10 working days of receipt of the written statement of the alleged violation or within 10 working days of the request to discuss the matter personally, whichever is later. Copies of the written decision shall be provided to the student, the individual against whom the grievance is filed, the immediate supervisor and/or building principal and the superintendent.

The superintendent shall make such additional investigation as is necessary to determine the complete facts involved and shall report the superintendent's decision to the Board at its next regular meeting. Copies of the written decision shall be provided to the student, the individual against whom the grievance has been filed, the immediate supervisor and/or building principal.

If the student is not satisfied with the superintendent's decision, the student may appeal to the Board by requesting a review, providing such a request is made in writing within 30 days following the superintendent's decision. The Board shall provide the student a hearing within 30 days following receipt of the appeal. The grievant and the Board may be represented by legal counsel if so desired. The Board shall issue its written decision within 30 days following the hearing. Following issuance of the Board's decision, the grievant may pursue such legal remedy as the law may provide.

The superintendent shall notify students and parents of students of the existence and contents of this regulation.

File: JII-R

Adopted: February 12, 1991
Revised: November 27, 2007

Garfield School District No. Re-2, Rifle, Colorado