

LEVEL FOUR APPEAL NOTICE

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

Parent/Guardian Name:	Home Phone:
Address:	Cell Phone:
Email Address:	Work Phone:
Name of Child (children):	Grade(s):
Name of School(s):	School Administrator Contacted:

1. If you will be represented in voicing your appeal, please identify the person representing you:
Name:
Address:
Telephone Number:
2. To whom did you present your complaint at Level Three?
Name:
Date of Conference:
Date you received a response to the Level Three conference?
3. Please explain specifically how you disagree with the outcome at Level Three?
4. Do you want the Board to hear this appeal in open session? (Please be aware that the Texas Open Meetings Act may prevent the Board from granting a request for open session.)
Please Circle: YES or NO
5. Please attach a copy of your original complaint and any documentation submitted at Level One, a copy of your Level Two Appeal Notice, and a copy of the Level Three Notice..
6. Please attach a copy of the Level Three response being appealed, if applicable.

Student or Parent/Guardian Signature: _____

Signature of the Student's or Parent's/Guardian's Representative: _____

Date of filing: _____