



Capital School District

Board of Education Policy

Section: Student
Title: Discussion and Appeal Procedures
Policy #: 700-09
Date Approved: 12/05/12
Date Revised: 10/17/12

Purpose:

In respect to the rights of students established through the guidelines in this document, it is thus the right and responsibility of both school officials and students to develop a functional and orderly procedure in every district through which consideration of student problems and concerns can be discussed and resolved quickly and equitably.

1. Students shall have the right to participate in recommending procedures through which discussion of student problems and concerns can be handled.

The procedures should be developed through a committee composed of students and faculty members. Representatives from the school administration and from the community should also be a part of this action-oriented committee.

2. Students shall have the right to discuss with faculty members, matters of both education and personal concern. This informal and private process should be followed in order to resolve differences and problems in a friendly and cooperative manner.
3. Students shall have the right to appeal in writing matters of educational and personal concern to the school principal, should discussion with the staff members not resolve the issue.
4. The right of appeal regarding educational and personal problems shall extend to the school superintendent and the local board of education.

It is the purpose of discussion and appeal procedures to provide access to appropriate school officials within a reasonable time. It is not the purpose to provide a forum through which trivialities, irresponsible actions, and non-related school issues are conveyed. In this context it is recommended that:

1. As many student problems and concerns as possible be handled through committees established by the Student Council or government organization or through direct communication with a staff member.
2. Only issues of utmost concern be brought before a Student-Faculty Committee for review and disposition.
3. Only unresolved issues of major importance be appealed to the school administration for consideration and action.