COMMUNITY ISD
972-843-6000 | 611 FM 1138 North, Nevada, Texas 75173

2026-2027 LEVEL TWO-Final Appeal
Student Disciplinary Appeal Form

To appeal the decision of the campus principal at Level One, please fill out this Level Two form completely and submit it along with the Level One written response you received, to the Director of Student Services within twenty (20) school days of receiving the Level One written response. You may submit the documents in person, via email, or via regular mail to:

Michael Brinkley
Director of Student Services and Counseling
611 FM North 1138
Nevada, TX 75173
michael.brinkley@communityisd.org

This form is for the specific purpose of appealing

- **A student's out-of-school suspension (OSS) after a Level 1 appeal**.
- **Placement in the CISD Disciplinary Alternative Education Program (DAEP)**

Please note:

- In-school suspension (ISS) or disciplinary consequences that do not result in removal from placement cannot be appealed beyond the campus principal.
- Out-of-school suspension (OSS) and
- CISD Disciplinary Alternative Education Program (DAEP) placement cannot be appealed beyond the Director of Students Services.

Student Name	
Parent Name	
Address	
City, State, ZIP	
Phone	
email	
Campus enrolled	

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If you will be represented in this appeal hearing, please identify the person representing you.

Representative's Name	
Representative's Title	
Address	
City, State, ZIP	
Phone	
email	

Please indicate which type of discipline was issued to your student and the number of days assigned:

Type of Discipline	*Number of Days Assigned*
Out of School Suspension (OSS)	
Disciplinary Alternative Education Placement (DAEP)	

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Please share information regarding your Level 1 Appeal meeting with the school administrator.

Name of Administrator with whom you met	
Date of Meeting	
Date you received your Level 1 response in Writing.	

- Amendment to the Level One appeal is prohibited and a Level Two appeal will be limited to this information.
- The Director of Student Services will obtain all information that you submitted at the Level One appeal from the campus.
- Your child is required to serve the disciplinary placement as assigned while this appeal process is pending –filing an appeal does not postpone the placement.
- The appeals process is only afforded to students who are enrolled in CISD or JJAEP. If a student is withdrawn prior to a requested or scheduled appeal hearing, the hearing will be canceled.

_____ _____

Signature of Parent/Guardian **Date**