Exhibit F — Board's Response to Level Three Appeal

_____ *(date)*

_____ *(complainant's name)*

_____ *(complainant's address)*

_____ *(complainant's email)*

Dear _____:

Having heard the presentation of your appeal at Level Three, the Board took the following action at its meeting on _____ *(date)*:

[Note: When preparing the letter or announcing the decision at the Board meeting, include only <u>one</u> of the following choices.]

For the following reasons, we have denied the appeal and have upheld the decision made by the Superintendent (or designee) at Level Two:

_____

_____

_____

OR

For the following reasons, we have granted the appeal and have instructed the Superintendent to find a resolution in keeping with the remedy you seek:

_____

_____

_____

OR

For the following reasons, we have partially denied and partially granted the appeal:

_____

_____

_____

We have instructed the Superintendent as follows:

The following documents support this decision:

Pursuant to Education Code 7.057(a), a person may appeal in writing to the commissioner if the person is aggrieved by actions or decisions of the Board that violate the law or a provision of a written employment contract if a violation causes or would cause monetary harm to the employee. This section does not apply to Subchapter G, Chapter 21, or a student disciplinary action under Chapter 37.

Parents, students, or educators who have completed the grievance process and received the Board's final decision may file an appeal of the Board's final decision to the Commissioner of Education.

The only document required to file an appeal is the Petition for Review. Pursuant to Administrative Code 157.1049, a Petition for Review must be filed within 45 calendar days after the decision complained of is first communicated to the filing party.

The Petition for Review must be filed with TEA's Division of Hearings and Appeals (160) by electronic filing system, email to HearingsandAppeals@tea.texas.gov, mail or hand delivery to 1701 N. Congress Ave., Austin, Texas 78701, or facsimile (fax) to (512) 475-3662. Please see TEA's website for more information on grievance appeals.

Sincerely,

_____, President of the Board of Trustees

_____ School District