

STUDENT/PARENT DISCIPLINE APPEAL FORM: LEVEL ONE APPEAL

The form is for the specific purpose of appealing a student's campus discipline or placement in the Wylie ISD Disciplinary Alternative Education Program (DAEP). Additional pages may be added to this form as needed. To file this appeal, please fill out the form complete and submit by email, fax, or in person to the principal of the campus your child attends within 15 school/business days of the discipline decision. Appeals will be conducted as set forth in the Student Code of Conduct.

1. Student Name _____

Parent Name _____

Address _____

Telephone Number _____ Email _____

WISD campus where student was enrolled at time of disciplinary placement _____

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

Name _____ Title _____

Telephone Number _____ Email _____

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

☐ Campus Discipline Days _____ ISS/OSS

☐ DAEP Days _____

4. Please state the name(s) of any campus administrator(s) with whom you discussed this matter and the date(s) those discussions took place:

5. Date the administrator issued the order regarding your student's disciplinary placement:

6. Please state the specific reasons why you disagree with the campus principal's decision at Level One regarding your child's discipline (attach additional pages to this form as needed):

7. Please state the outcome or remedy you seek with this appeal (i.e. entirely remove the disciplinary consequences, reduce the number of assigned days, etc.)

Parent Signature _____ Date _____

The Campus Principal will contact you to schedule a Level One appeal hearing.

Please attach to this form any documents you believe will support the appeal; if unavailable when you submit this form, they may be presented no later than the Level One appeal. Amendment to this appeal is prohibited after the Level One appeal is filed and heard. Please keep a copy of the completed form and any supporting documentation for your records.