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# West Jefferson School District Policy Manual

## Chapter 10 - PARENTAL GRIEVANCE PROCEDURES

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1000.1 PARENTAL GRIEVANCE PROCEDURES

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### 1000 Parental Grievance Procedures

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#### 1000.1 Parental Grievance Procedures

When a parent *has* a grievance, the following procedure will be followed:

Step 1:

When a parent has a concern with a teacher, they should make an appointment with the teacher to resolve their concerns.

Step 2:

If the concern is not resolved, the parent should contact the principal and a meeting with the teacher, parent, and principal will be set up.

Step 3:

If there is still a concern, the parent should contact the superintendent and he/she will arrange a meeting with the teacher, parent, principal and the superintendent.

Step 4:

If there is still a problem, then the parent may request to be placed on the school board agenda, where the parent, teacher, principal, and superintendent will be invited.

Step 5:

When a school board member is contacted by a parent, the Board member will consider steps one and two. If the board member determines it is an extreme case, they may by-pass steps one and two.

Adopted: July 12, 1990

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*Last edited June 19th 2008*