

Students

Appeal Process for Intra- and Inter-District Agreements

The parent(s) or guardian(s) appealing the transfer denial by the Superintendent or his designee may request a public or closed session of the Board of Trustees for the purpose of an appeal.

The hearing, whether in closed session or in public, shall be held by the Board of Trustees. The Superintendent or designee shall prepare a report prior to the hearing which shall include, but not be limited to, the following:

1. The name of the parent(s) or guardian(s) appealing the transfer denial.
2. A brief but specific summary of the facts surrounding the transfer denial.
3. A true copy of the written statement submitted by the parent(s) or guardian(s) appealing the transfer denial.

The district administration shall cooperate with the parent(s) or guardian(s) making the appeal and will aid in the preparation of any written statement if so requested. Copies of the Board Policy and Administrative Procedures regarding the handling of inter-district transfer requests shall be made available.