

**STUDENT/PARENT APPEALS PROCESS**

**PURPOSE:**

The North Kingstown School District encourages all individuals to resolve differences informally and at the lowest possible level in the chain of command. If, however, substantive differences cannot be resolved in such a manner, all individuals are entitled to seek resolution through an appeals system.

**PHILOSOPHY:**

The North Kingstown School Committee believes that all individuals are entitled to seek resolutions through a fair and consistent process.

**POLICY STATEMENT:**

The following appeals process will be used when students or parents are seeking resolutions to differences:

**Level 1:**

Any student or parent to a dispute may file a written appeal with the building Principal within seven school days of a disagreement. Within seven school days of the receipt of a written appeal, the building Principal will provide a written response and a copy of this policy.

**Level 2:**

If the decision of the building Principal does not resolve the matter, a written appeal may be filed with the Superintendent within seven school days of receipt of the building Principal's written response. Within seven school days of receipt of a written appeal, the Superintendent will provide a written response.

**Level 3:**

If the decision of the Superintendent does not resolve the matter, a written appeal may be filed within seven school days with the Clerk of the School Committee in the Superintendent's Office. Unless an emergency matter, the North Kingstown School Committee shall consider the matter at the next **available** regularly scheduled meeting. The School Committee will provide a written response to the student or parent within seven school days of said meeting.

**Level 4:**

If the decision of the School Committee does not resolve the matter, a written appeal may be filed with the Rhode Island Department of Education. A hearing may be requested by submitting a letter to the Commissioner of Education, RI Department of Education, 255 Westminster Street, Providence, RI 02903.

The system may be entered at the appropriate level in accord with the nature of the disagreement. The above appeals system is general in nature. Any policy-specific appeals structure, such as those related to student conduct, shall control.

First Reading: 8/11/09

Second Reading: 8/24/09

Adopted: 8/24/09