

Dyer County Board of Education

Descriptor Term:

Complaints and Grievances

Descriptor Code:

JCAF

Board Approved:

6/26/12

Rescinds:

Board Approved:

DEFINITIONS

A grievance shall mean a complaint by a student that he/she has been treated unfairly or inequitably.

All time limits consist of school days, except that when a grievance is submitted with fewer than ten (10) days remaining before the close of the current school term, time limits shall consist of Monday Friday days.

PROCEDURES

The system desires for a student and his/her immediate supervisor to resolve problems through free and informal communications. If, however, the informal process isn't successful, a grievance may be processed as follows:

Step 1

The student must present the grievance in writing to the principal who will arrange for a meeting to take place within fifteen (15) days after receipt of the grievance. Within fifteen (15) days of the meeting, the grievant shall be provided with the principal's written response.

Step 2

If the grievance is not resolved at *Step 1*, then the grievant may refer the grievance to the director/designee within five (5) days after receipt of the *Step 1* answer. The director/designee shall arrange a meeting to take place within fifteen (15) days of the director's/designee's receipt of the appeal. Within fifteen (15) days of the meeting, the grievant shall be provided with the director's/designee's written response.

GENERAL PROVISIONS

At each step, each party may be accompanied by an attorney.

Failure by the student at any level to appeal a grievance to the next level within the specified time limit shall be deemed to be acceptance of the decision rendered at that time.

At any level, time limits may be mutually extended.