



Burleson I.S.D. Level Three Student and Parent Complaints/Grievances Form

To file a formal complaint, please fill out this form completely and submit it by hand delivery, fax, or U.S. mail to the principal within the time established in the policy. Appeals will be heard in accordance with FNG (Local) and (Legal).

Parent(s)/Guardian(s) Name: _____

Student's Name: _____

Address: _____

Telephone Number: _____

Campus: _____

If you will be represented in voicing your appeal, please identify the person representing you.

Name: _____

Address: _____

Telephone Number: _____

To whom did you present your appeal at Level Two?

Date of Conference: _____

Date you received a response to the Level Two conference: _____

Please explain specifically how you disagree with the outcome at Level Two.

Do you want the Board to hear this appeal during the part of the meeting that is open to the public?
Yes _____ No _____

Please be aware that the Texas Open Meetings Act may prevent the Board from granting a request for a public, open session.

Attach a copy of your original complaint and any documentation submitted at Level One and a copy of your Level Two appeal notice.

Attach a copy of the Level Two response being appealed, if applicable.

Parent(s)/Guardian(s) Signature: _____

Signature of the representative (if applicable): _____

Date of filing: _____