



Today's Date:

LEVEL THREE APPEAL NOTICE

To appeal a Level Two decision, or lack of a timely response after a Level Two conference, please complete this form and submit it by hand delivery, fax, or U.S. mail to the Superintendent or designee within the time established in FNG (LOCAL). Appeals will be heard in accordance with FNG (LOCAL) or any exceptions outlined therein.

Parent/Guardian Name:	
Home Phone Number:	Home Cell Number:
Work Phone Number:	Email Address:
Name of Child (children):	Grade(s):
Name of School(s):	School Administrator Contacted:

REPRESENTATION	
Representative's First Name	Representative's Last Name
Representative's relationship to student/complainant	Representative's Address
Representative's Phone Number	Representative's Email

LEVEL TWO APPEAL NOTICE DETAILS
1. To whom did you present your complaint at Level Two?
Name:
Date of Conference:
Date you received a response to the Level Two conference?
2. Please explain specifically how you disagree with the outcome at Level Two? Please attach Level Two written response. What remedy are you seeking?
3. Do you want the Board to hear this appeal in open session? (Please be aware that the Texas Open Meetings Act may prevent the Board from granting a request for open session.)
☐ YES or NO ☐
4. Please attach a copy of your original complaint and any documentation submitted at Level Two.
5. Please attach a copy of the Level Two response being appealed, if applicable.

Student or Parent/Guardian Signature: _____

Signature of the Student's or Parent's/Guardian's Representative: _____

Date of filing: _____