

**PARENT/STUDENT COMPLAINT FORM- LEVEL TWO**

To appeal a Level One decision, or the lack of a timely response after a Level One conference, please fill out this form completely 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(LEGAL) and (LOCAL) or any exceptions outlined therein.

Parent name(s) \_\_\_\_\_  
Student's name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone number \_\_\_\_\_ (cell phone) \_\_\_\_\_  
Campus \_\_\_\_\_

If you will be represented by another person than yourself, please identify the person representing you.

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone number \_\_\_\_\_ (cell phone) \_\_\_\_\_

To whom did you present your complaint at Level One? \_\_\_\_\_  
Date of conference \_\_\_\_\_  
Date you received a response to the Level One conference \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent or student signature \_\_\_\_\_  
Signature of student's or parent's representative (if used) \_\_\_\_\_  
Date of filing \_\_\_\_\_

Attach a copy of your original complaint and any documentation submitted at Level One.  
Attach a copy of the Level One response that is being appealed.