

1. Any student, accompanied by his/her parent/guardian, who is aggrieved by the disciplinary action taken by the school district may file an appeal. The following process must be followed in all cases of appeal.
 - A. Step One: Conferences with the appropriate building level administrator. If still, aggrieved,
 - B. Step Two: Conferences with the superintendent. If still, aggrieved,
 - C. Step Three: Appear before the Board of Education. The decision of the Board shall be final.
2. The appeals process must be initiated by the aggrieved party within five working days from the date notification of disciplinary action is received. Notification of appeal at every step shall be in writing. The building administrator shall schedule a conference with the aggrieved party within five working days from receipt of the request and shall notify the aggrieved party in writing within five working days following the conference of his/her decision.
3. If appealed to the superintendent, written request must be made within five working days from receipt of the building administrator's decision. The superintendent shall meet with the aggrieved party within five working days from receipt of the request and shall notify the aggrieved party in writing within five working days following the conference of his/her decision.
4. If appealed to the Board of Education, written notice of appeal shall be received by the Board or its representative within five days from receipt of the superintendent's written decision. The Board shall consider the appeal at its next regularly scheduled meeting occurring at least 24 hours after receipt of the notice. Within five working days following the Board meeting, the aggrieved party shall be notified in writing of the Board's decision.