

EXHIBIT B

NOTICE OF APPEAL AT LEVEL TWO

This form must be filled out completely by a member of the public appealing a Level One decision or the lack of a timely response after a Level One conference. The completed form may be submitted by hand-delivery, fax, or U.S. Mail to the assistant superintendent for business management in accordance with GF(LEGAL) and (LOCAL) or any exceptions outlined therein. An individual may not present a complaint to the Board (at Level Three) until all administrative remedies (appeal processes) have been exhausted. A formal concern may not be appealed beyond Level Two.

1. Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Daytime telephone: _____
2. Campus: _____ Grade level: _____
3. To whom did you present your complaint at Level One? _____
4. Date of Level One conference: _____
5. Date you received a response to the Level One conference: _____
6. Please explain specifically how you disagree with the outcome at Level One:

7. Please attach a copy of your original complaint and any documentation submitted at Level One.
8. Please attach a copy of the Level One response being appealed, if applicable.
9. If you will be represented in presenting your complaint, please identify the person representing you:
Name: _____
Address: _____
Telephone number: _____

Please note: Failure to provide adequate notice of attendance at the conference by your attorney or other representative may result in rescheduling the conference to allow for a representative for the District administrator to attend the conference.

Complainant's signature: _____ Date: _____

Flour Bluff ISD
178914

PUBLIC COMPLAINTS

GF
(EXHIBIT)

Signature of representative, if applicable: _____ Date: _____

FOR OFFICE USE ONLY
Date and time received: