

EXHIBIT C

NOTICE OF APPEAL TO THE BOARD AT LEVEL THREE

This form must be filled out completely by a member of the public appealing a decision regarding a Level Two complaint or the lack of a timely response after a Level Two 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. A formal complaint 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 Two? \_\_\_\_\_
4. Date of Level Two conference: \_\_\_\_\_
5. Date you received a response to the Level Two conference: \_\_\_\_\_
6. Please explain specifically how you disagree with the outcome at Level Two:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Do you want the Board to hear this appeal in open session?     Yes     No  
Please be aware that the Texas Open Meetings Act may prevent the Board from granting a request for open session.
8. Please attach a copy of your original complaint and any documentation submitted at Level One and a copy of your Level Two appeal notice.
9. Please attach a copy of the Level Two response being appealed, if applicable.
10. If you will be represented in presenting your complaint, please identify the person representing you:  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone number: \_\_\_\_\_

PUBLIC COMPLAINTS

GF  
(EXHIBIT)

**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: \_\_\_\_\_

Signature of representative, if applicable: \_\_\_\_\_ Date: \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>
Date and time received: