

STUDENT GRIEVANCE

The Board of Trustees is committed to a reasonable and equitable method by which students, who have reason to believe they have been unfairly treated or the District is in violation of any District Policy, State Regulation or Law, or Federal Regulation or Law may bring their grievance to the attention of the proper authority.

GUIDELINES

1. To expedite the grievance process, the number of days indicated at each level shall constitute the maximum time limit that may be extended by written mutual agreement of the parties involved.
2. No information involved in this procedure shall be released to a third party, unless by written agreement of the all parties involved.
3. No reprisals of any kind will be taken by the Board of Trustees or school administration against any student because of his or her participation in this grievance procedure.
4. A written grievance shall meet the following specifications:
 - a. It shall be specific.
 - b. It shall contain a synopsis of the facts giving rise to the grievance.
 - c. It shall contain the specific section of the policy, regulation, or law, which has allegedly been violated.
 - d. It shall state the relief requested.
 - e. It shall contain the date of the alleged grievance.
 - f. It shall be signed by the grievant and parent/legal guardian.

DEFINITIONS

1. A grievance is a claim stating the event or conditions a student of Mountain Home School District No. 193 has reason to believe an agent of the Board of Trustees of Mountain Home School District No. 193 has misinterpreted, misapplied, or violated any of the following:
 - a. District Policy
 - b. State Regulation or Law
 - c. Federal Regulation or Law
2. Day: a "day," as used in this Grievance Procedure, means any day school is in session within the regular school year as shown on the official school calendar. If the grievance extends beyond the regular school year, a "day" means any day, Monday through Friday, exclusive of holidays.
3. Aggrieved party or person: an "aggrieved party or person" is any student of Mountain Home School District No. 193, or person in the process of becoming a student in Mountain Home School District No. 193.
4. Grievant is a student who might be required to take action, or against whom action might be taken, or by the Board of Trustees in order to resolve a grievance.

PROCEDURE

1. It is recognized and acknowledged that it is most desirable for an aggrieved individual and the appropriate person, teacher and/or administrator, to resolve problems through free and informal communications.

Within nine (9) days following knowledge of the act or condition, which is the basis of the complaint, the aggrieved person may present their complaint to the appropriate person, teacher, and/or administrator and make every effort to resolve the complaint in an informal manner.

If after a reasonable period of time, but not more than five (5) days, the aggrieved student is not satisfied with the process of his or her complaint, he or she may submit the grievance in writing to the building principal in accordance with the provisions of 4(b), under Guideline.

2. The administrator shall review the grievance and within ten (10) days shall respond in writing, giving the reasons for the decision. A copy of the grievance and administrator's response shall be filed with the District Affirmative Action Director.
3. In the event the student is not satisfied by the administrator's decision, the student may submit an appeal in writing to the Director of Affirmative Action. The Director shall cause a review of the grievance and the administrator's decision and shall submit a written response to the grievant and appropriate administrator.
4. If the grievant is not satisfied with the review and response of the Director of Affirmative Action, the grievant may submit to the Board of Trustees, through the superintendent, a written appeal for a hearing.

The Affirmative Action Director shall furnish the superintendent and each member of the District Board of Trustees written copies of the proceedings to date.

The Board of Trustees shall permit the grievance in a public or closed session of the board meeting, and in accordance with Idaho Open Meeting Laws, as appropriate and lawful, concerning his or her complaint. The Aggrieved and Grievant shall have the right to include in the representation such witnesses, as they deem necessary to develop facts pertinent to the grievance. The Board of Trustees shall provide the Aggrieved and Grievant with its written decision in the matter as expeditiously as possible following the completion of the hearing.

The Board of Trustees' decision is final.



LEGAL REFERENCE:

Idaho Code Section 33-506(1)

ADOPTED: December 21, 1976
 Reviewed: May 19, 2015

Revised: May 17, 2005
 Revised: December 20, 2016

Reviewed: December 15, 2009