Policy

### STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES

*Code* **JII** *Issued* **DRAFT/19**

The board recognizes that students should have a means by which their concerns regarding the application of board policy or school rules may be effectively expressed, considered, and addressed. Therefore, students and their parents/legal guardians are invited to utilize the grievance procedure found in this policy.

A *grievance* is a written allegation by a student and/or the student’s parent/legal guardian of a violation of board policy, administrative regulation, or of a written school rule or regulation.

Nothing in these procedures will be construed as limiting the rights of any student having a complaint to discuss the matter with an appropriate school administrator. No reprisals of any kind will be taken by anyone against any student as a result of a grievance or appeal.

**Level One**

Initially, student and/or parent/legal guardian complaints should be brought to the student’s teacher. If the grievance cannot be resolved in this manner, the complainant should present the grievance in writing to the principal. A written decision from the principal will be provided to all parties within ten (10) school days of the complaint being filed.

**Level Two**

If the complainant is not satisfied with the disposition of the grievance by the principal, he or she may submit a written appeal within ten (10) school days after receipt of the decision requesting a review of the principal’s decision with the superintendent or his/her designee. This district-level administrator will conduct a review of the complaint and provide a written response to the complainant within ten (10) school days after receiving the complaint.

**Level Three**

If the complainant is not satisfied with the decision of the superintendent or his/her designee, he or she may submit a written appeal to the board within ten (10) school days after receipt of the decision, indicating with particularity the nature of the disagreement with the response and the reasons for the disagreement. The complaint should include a copy of the original complaint, supporting statements or evidence, and the decision of the superintendent or his/her designee.

The board will consider hearing the appeal and, at its discretion, may permit the complainant to address the board. The board will provide the complainant with its written decision in the matter as expeditiously as possible following the next regularly scheduled board meeting.

The decision of the board is final.

**Complaints Not Subject to the Student Grievance Procedure**

Any student who believes he or she has been discriminated against, harassed, denied a benefit, or excluded from participation in any district program or activity on the basis of race, religion, sex, color, disability, national origin, immigrant status, English-speaking status, or any other applicable status protected by local, state, or federal law in violation of a board policy should utilize the district’s civil rights complaint processes found in policies JIAA, *Sexual Discrimination, Harassment, and Retaliation,* and JIAB, *Discrimination, Harassment, and Retaliation*.

Any student who wishes to make a complaint related to intimidation, bullying, or harassment should utilize the process outlined in policy JICFAA\*, *Intimidation, Bullying, or Harassment*.

Appeals of individual disciplinary cases will follow the district’s student discipline policies found in policy string JK, *Student Discipline*.

## Adopted ^

Legal References:

1. S.C. Code of Laws, 1976, as amended:
   * + 1. Section 59-19-510 - Right of parent/legal guardian to appeal matters to the board.