

Title I Part A – Elementary & Secondary Education Act

Any teacher, parent, concerned individual or organization who works or resides in the West Fargo Public School District may file a complaint alleging violation of a Title I requirement that is found in the Title I Part A statute, Title I Part A regulations or Title I Part A interpretive rules as follows:

- 1) An informal oral or written complaint may be filed with the superintendent's designee.
- 2) A formal written complaint may be filed with the school board.

Any person, lodging an informal, oral complaint may file a formal, written complaint within 30 days of filing the oral complaint. Further, a formal written complaint must be filed with the school board prior to filing of an appeal as outlined in the attached formal appeal procedures.

Adopted: 12/09/80
Reviewed:
Revised: 12/11/84
04/22/85
12/14/92
06/23/97
09/27/11

Procedures

When a formal written complaint has been filed as outlined above, the school district administration shall have ten days to investigate the complaint and respond in writing to the complainant.

If the complainant rejects the administration's findings, then the complainant shall have the right to file a formal written appeal to the school board, West Fargo Public Schools. Upon receipt of such written appeal, a date shall be set for a hearing to be held not more than 20 days after the receipt of the appeal. Both the school board and complainant shall have the right to:

- 1) Be represented by counsel;
- 2) Introduce all relevant evidence on the issue;
- 3) Cross examine witnesses on any matter or material relevant to the issue.

If the complainant rejects the written findings of the school board, then the complainant shall have the right to file a formal written appeal within 30 days to the Department of Public Instruction, State Capitol, Bismarck, North Dakota.

Note: Copies of Title I of the Elementary and Secondary Education Act Complaint Procedures are available to interested parties upon request at Leidal Education Center, 20 West Main Avenue, West Fargo, North Dakota 58078.