



EAGLE MOUNTAIN SAGINAW ISD

Fostering a Culture of Excellence

Level III Parent/Student Complaint Grievance Appeal Notice

To file an appeal of a Level II decision in accordance with Board Policy FNG (LOCAL), please fill out this form completely and submit via email to Grievance@ems-isd.net, or by hand or standard mail delivery to the Director of Compliance and Policy, 1600 Mustang Rock Road, Fort Worth, TX 76179. All formal complaints/grievances will be heard in accordance with FNG (LEGAL and LOCAL).

DATE OF FILING: _____

PARENT NAME: _____

STUDENT NAME: _____ GRADE LEVEL: _____

ADDRESS: _____

PHONE NUMBER: _____ EMAIL ADDRESS: _____

CAMPUS: _____ CAMPUS PRINCIPAL: _____

NAME OF REPRESENTATIVE (if applicable): _____

NAME OF LEGAL FIRM: _____

ADDRESS: _____

PHONE: _____ EMAIL ADDRESS: _____

- 1. List the date of Level II Conference Meeting.**
- 2. State the Name of the Level II Hearing Officer.**
- 3. List the date of the Level II written response/decision letter.**



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4. Explain specifically why you disagree or are not satisfied with the outcome of the Level II decision.

5. Do you request the EMS ISD Board of Education hear your appeal in Open Session? Yes or No
If yes, the Board will consider your request, however you may not have a legal right under the Texas Open Meetings Act to require a meeting in Open Session.

- 6. Attach a copy of the following:**
- a. The Level I Complaint/Grievance and submitted documentation
 - b. The Level I Response/Decision
 - c. The Level II Complaint/Grievance and submitted documentation
 - d. The Level II Response/Decision

Parent or Student Signature: _____