

BIG HORN COUNTY SCHOOL DISTRICT NUMBER ONE  
Box 688  
Cowley, Wyoming 82420  
POLICIES AND REGULATIONS  
File: JII

**STUDENT COMPLAINTS AND GRIEVANCES**

Channels shall be established for students to present complaints and grievances which shall permit their resolution at the lowest possible level.

Thus a student is encouraged to present such communications first to his/her teacher. In those instances where satisfactory adjustments cannot be made by the teacher, the matter may be taken up with the principal. If the matter cannot be satisfactorily resolved with the principal, it may be referred to the superintendent. If the matter cannot be satisfactorily resolved with the superintendent, it may be referred to the Board.

A student who believes he/she has been discriminated against, also has the option to file complaints with the Office for Civil Rights, Region VIII, United States Department of Education, Federal Building, Suite 310, 1244 Spear Blvd., Denver, Colorado 80204-3582.

At the request of the student, principal, superintendent and/or Board, a complete record concerning the resolution of the complaint at the informal hearing with the Board shall be kept and if it is determined by the Board that a formal hearing is required, a complete record of the hearing shall be kept.

Adopted: Feb. 11, 1993