

AGENDA REQUEST FORM
Chattooga County Board of Education

Meeting Date July 21, 2022

Agenda Item Number C-9

TITLE:	New Board Exhibit IKBB-E(1): Divisive Concepts Complaint Resolution Process
REQUESTED ACTION:	Board consideration of Superintendent's recommendation to approve new Board Exhibit IKBB-E(1): Divisive Concepts Complaint Resolution Process (exhibit will lay with its corresponding policy until the August board meeting, to allow for public input).
SUMMARY EXPLANATION AND BACKGROUND:	See Attached
MAJOR SYSTEM PRIORITY:	Establishing internationally competitive standards
FINANCIAL IMPACT:	N/A
EXHIBITS: (List)	See Attached
BOARD ACTION: (For Official School Board Records Only)	SOURCE OF ADDITIONAL INFORMATION Michelle Helie <u>Chief Academic Officer</u> <u>(706) 857-3447</u> Name Phone

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Approved in Open Board Meeting on: _____
Date

By: _____
School Board Chairman

Exhibit IKBB-E(1): Divisive Concepts Complaint Resolution Process

Status: DRAFT

Original Adopted Date: Pending

See PDF on the next page.



IKBB (1) Divisive Concepts Complaint Resolution Form

I am filing this complaint as a (circle one) **Employee, Parent/Guardian, or Student.**

Print Submitting Person's Full Name: _____

Mailing Address: _____

Home Phone: _____ Mobile Phone: _____ Email Address: _____

I. If this Complaint is filed on behalf of a Chattooga County Schools (CCS) student, provide the following:

Student's Full Name: _____ Student's Grade: _____

Student's School of Enrollment: _____

Parent/Guardian's Name: _____ Parent/Guardian's Phone Number: _____

II. If this Complaint is filed on behalf of a Chattooga County Schools (CCS) Employee, provide the following:

Employee's Full Name: _____ Title: _____

Employee's Department or Assigned School: _____

III. Carefully read and complete each section.

1. Please state the basis of your complaint for divisive concepts in the lines below. In the lined space below, provide the full name of the person(s) who are alleged to have committed the divisive concepts and describe the factual details of your complaint. Be sure to describe the date, time, and location of the concepts, and the identity of all parties involved in the situation. Attach supporting documentation and additional pages, if necessary.

2. For each person identified in question #1, please state the full name of such a person, the school of enrollment (for students) or the department or position of employment (for employees) if known.

3. Please identify any other person(s) who either witnessed the incident that is the basis of your complaint or who you believe may have additional information regarding this matter. State whether the identified person is a student or employee, and provide a telephone number or email address, if known.

4. Have you informed any other Chattooga County Schools employee of this complaint? If so, identify all persons with whom you have discussed this matter and approximate dates of your prior discussion(s).

I attest the aforementioned is true and correct to the best of my knowledge. I understand that the district may need to disclose the identity of parties listed in my complaint to complete a required investigation of the allegation(s) of divisive concepts.

By signing below, I am requesting CCS to investigate the allegations of divisive concepts described above.

Submitting Person/Complainant's & Parent Guardian Signature

Date: _____

Complaint taken by:

Print Full Name: _____ **Date:** _____