

PARMA CITY SCHOOL DISTRICT
APPEAL FORM

NAME: _____ BUILDING _____

DATE: _____

IT IS THE RESPONSIBILITY OF THE EDUCATOR TO INITIATE EACH LEVEL OF THE APPEALS PROCESS AS APPROPRIATE

LEVEL ONE:

Your Individual Professional Development Plan was denied final approval by the LPDC. To initiate the appeals process, provide written clarification and submit to the LPDC by the next regularly scheduled meeting, which will be held on _____. You will be notified of the decision within 10 days of that meeting.

Re-submitted date: _____ Decision: _____

LEVEL TWO:

Your Individual Professional Development Plan was denied after review of the level one appeal. To continue the appeals process, please make an appointment for a personal appearance before the LPDC at the next regularly scheduled meeting which will be held on _____ at the Board Office. You will be notified of the decision within 10 days of that meeting. Please be prepared with supportive documentation.

Appearance date and time: _____

Decision: _____ Date: _____

LEVEL THREE:

Your Individual Professional Development Plan was denied final approval after your personal appearance. To continue the appeals process, you may request that an out-of-district LPDC third party committee review your Individual Professional Development Plan.

Date Submitted to third party appeals committee: _____

Decision: _____ Date: _____

Appeal Committee Chairperson: _____
