

Warren Local Schools



Kyle R. Newton, Superintendent

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SERVICES APPEAL

Ohio Revised Code 3324.04 requires districts to give parents/guardians the opportunity to appeal the following:

- The screening procedure or assessment instrument which results in identification
- The scheduling of students for assessment
- The placement of a student in a service based on identification
- Receipt of services

Parents should submit this form to the superintendent or designee outlining the nature of the concern. The Superintendent or designee will convene a meeting with the parent/guardian, which may include other school personnel. The Superintendent or designee will issue a written final decision within 30 days of the appeal. This written notice will include the reason for the decision(s). *Attached written notice when complete.*

Student Information

First Name: _____ Last Name: _____

DOB: _____ Age: _____ Gender: M F (circle one)

Address: _____

Parent Information

Parent Name: _____

Address: _____

Phone Number: Daytime: (____) ____ - ____ Evening or Cell: (____) ____ - ____

Reason for Appeal:

Parent/Guardian Signature: _____

Date: _____

