

ELK ISLAND CATHOLIC S.R.D. NO. 41

LEGAL REFERENCES:

School Act: Sec. 30, 103 & 104

CROSS REFERENCE: BCB - Board Chair
I0 - Student Records, IEB - Admission of Students,
HGB - Special Education Programs and
Accommodations, Support Documents: IEP/IPP and
Student Services Handbook

CODE: BCF - Policy

TITLE: Special Education Appeal

ADOPTION DATE: November 22, 2000

REVISION DATE:

The Board will hear and make decisions related to special education placement and financial support for special education students in the event that a parent disagrees with an administrative decision.

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and Student Services Handbook

CODE: BCF - Guidelines

TITLE: Special Education Appeal

ADOPTION DATE: November 22, 2000

REVISION DATE:

1. Where a parent is in disagreement with administration regarding placement or financial support for an out of Division placement, a request for an appeal may be made to the Board. However, before the Board will hear an appeal the parent shall have pursued and exhausted efforts to resolve the case at the school and Division administrative levels.
2. The Board will only hear appeals that apply to the Division's students.
3. All meetings of the Board will be held in camera and information obtained shall be kept in strict confidence.

4. Expenses incurred by the parent/s as part of the appeal process shall be borne by the parent/s.
5. The Board shall meet on a need to basis.
6. The Board shall make a decision within seven working days of the conclusion of the appeal hearings.
7. The Board shall convey, in writing, its decision to the parent/s.
8. The parent/s may appeal the Board decision to the Minister of Education.

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1. Appeals by parent/s shall be made in writing and addressed to:

Superintendent of Schools
Elk Island Catholic Separate Regional Division No. 41
160 Festival Way
Sherwood Park, Alberta
T8A 5Z2
2. The request shall include a summary of efforts that have been made to resolve the case at the school and central office levels as well as documentation of the student's condition.
3. The Board Chair within five working days of receipt of the request, shall establish a date for a hearing, advise both parties and the other members of the Board.

4. The committee shall listen to and question all parties but will not allow exchanges between parties.
5. Parent/s will be accorded the right to present evidence including medical expertise, psychological and educational testimony and to call witnesses. The Division shall be accorded the same rights.