

## Grievance Procedure

Any student of NWBOCES who believes he or she has been discriminated against, denied a benefit, or excluded from participation in any program or activity may file a written complaint with the Administrative Director.

The Administrative Director shall conduct a review of the complaint and provide a written response to the complainant within 10 working days after receiving the complaint.

The written complaint and the Administrative Director's response shall be provided to NWBOCES Board Members in Executive Session at the next NWBOCES Board meeting.

If the complaining student is not satisfied with the response, he or she may submit a written appeal to the NWBOCES Board indicating with particularity the nature of disagreement with the response and the reasons underlying the disagreement.

The NWBOCES Board will consider the appeal at its next regularly scheduled meeting following receipt of the response. The NWBOCES Board will permit the complaining student to address the NWBOCES Board in public or closed session, as appropriate and lawful, concerning his or her complaint and will provide the complaining student with its written decision in the matter as expeditiously as possible following completion of the hearing.