

### District Appeals Process

It is the goal of the staff and administration of Charlotte Public Schools to answer questions or deal with student/parent concerns as quickly and efficiently as possible. If a problem or a concern arises, please contact the employee who is most directly involved with the issue. If you are not satisfied with the information received, please follow the “chain of concern” as listed below.

<b>Question or Concern</b>	<b>Step #1</b>	<b>Step #2</b>	<b>Step #3</b>	<b>Step #4</b>	<b>Step #5</b>
Instructional Classroom Issue	Teacher	Principal	Associate Superintendent Curriculum & Instruction	Superintendent	Board of Education
Student Disciplinary Issue	Teacher	Assistant Principal/Dean	Principal	Superintendent	Board of Education
Athletic Issue	Coach	Athletic Director	Principal	Superintendent	Board of Education
Transportation Issue	Bus Driver	Transportation Supervisor	Associate Superintendent Business, Operations & Human Resources	Superintendent	Board of Education
Business Issue	Lead Accountant	Associate Superintendent Business, Operations & Human Resources	Superintendent	Board of Education	
Policy Issue	Superintendent	Board of Education			
Employment Issue	Human Resources Supervisor	Associate Superintendent Business, Operations & Human Resources	Superintendent	Board of Education	