

SCHOOL DISTRICT FIVE OF LEXINGTON AND RICHLAND COUNTIES

GRIEVANCE FOLLOW-UP

1. As appropriate, identify staff/students/others to be interviewed (list below).

2. As appropriate, identify documents that need to be reviewed (list below.)

3. As appropriate, identify any further information needed to make determination (list below.)

4. Notes of findings and proposed resolution

5. A copy of the District's 504 Grievance Procedures shall accompany the written determination to ensure that in cases where the Complainant is dissatisfied, he or she is fully aware they may make a request for reconsideration to the District Superintendent.