

Pleasant Grove High School  
**Disciplinary Appeal Form**

Student: \_\_\_\_\_ ID#: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Phone: \_\_\_\_\_

Today's Date: \_\_\_\_\_

**Disciplinary Appeal Process:**

The following steps outline the process by which a parent/guardian may appeal an administrator's decision to impose a disciplinary consequence:

1. **Notify the administrator who assigned the consequence**, either via an in-person meeting or a phone conversation, of your intention to appeal. Record the meeting information below:

*Name of assigning administrator:* \_\_\_\_\_

*Date of meeting with the assigning administrator:* \_\_\_\_\_

*Was the meeting "via phone conversation", or "in person"?:* \_\_\_\_\_

2. **Complete the Disciplinary Appeal Form**

A meeting of the principal can only be scheduled when this form has been completed and submitted to the School Secretary. The form **MUST** include a description of the specific reason for the appeal.

The form can be delivered to the School Secretary in person, emailed to [wmoylen@egusd.net](mailto:wmoylen@egusd.net), or faxed to (916) 686-0239.

3. Upon receipt of the Suspension Appeal Form, the **School Secretary will call you** to arrange a meeting with the Principal.

**Disciplinary Action Information:**

Dates of Suspension/Detention: *Beginning Date:* \_\_\_\_\_ *Return to School Date (if applicable):* \_\_\_\_\_

**Reason for the appeal:** (attach additional pages if needed)

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**Disposition of Appeal** *(Completed by the school)*

Appeal Form Received On: \_\_\_\_\_ Meeting Date with Principal: \_\_\_\_\_

**Findings of the School Principal:**

\_\_\_\_ Consequence Upheld      \_\_\_\_ Consequence Rescinded      \_\_\_\_ Consequence Modified

**Rationale for decision:**