

## **Title I Complaint or Concern Procedure**

Parents/guardians who have a complaint or concern about the Title I services their child is receiving should observe the following procedure:

- 1) Contact the person that you have a complaint about to discuss both sides of the story.
- 2) If the problem remains, contact the building principal.
- 3) If it is still unresolved, contact the superintendent.
- 4) Finally, if unresolved, ask the superintendent to place the complaint on the following month's Board of Education agenda for further discussion.