

# CASTRO VALLEY UNIFIED SCHOOL DISTRICT

TO: Director, Student Services Office  
Attn: Rinda Bartley  
4400 Alma Ave.  
Castro Valley, CA 94546

## REQUEST FOR APPEAL (Bullying)

(Please print or type all materials except signature)

In accordance with Education Code Section 234.1 and Castro Valley Unified School District Board Policy 5131.2, we hereby request an appeal of the bullying complaint decision.

(NOTE: This Notice of Appeal shall be received by the Superintendent's designee for the Castro Valley Unified School District within 15 Calendar days following the resolution of the initial complaint.)

- |                               |            |
|-------------------------------|------------|
| 1. _____                      | 2. _____   |
| Name of Pupil                 | Birthdate  |
| 3. _____                      | 4. _____   |
| Street Address, City, Zipcode | Grade      |
| 5. _____                      |            |
| School of Residence           |            |
| 6. _____                      | _____      |
| Name of Parents/Guardian      | Home Phone |
|                               | Work Phone |

7. Appellant's (pupil/parent/guardian) understanding of reason (2) given by the Principal or designee for the decision (attach copy of Bullying Complaint Decision).

An Appeal before the Superintendent or designee is not a hearing, but rather a procedural review of the evidence of the initial complaint and decision by the Principal or designee to determine if the decision was fair and reasoned. The initial complaint may be appealed only on one or more of the grounds listed in Section 8.

8. Why should the Bullying Complaint Decision be overturned: (Attach documentation, if any.)  
A. Explain how the Bullying Complaint decision was not fair. (For example, was evidence from both sides considered or did the evidence support the conclusion reached?)

- B. Explain if there is new relevant evidence which could not have been produced at the time of the hearing or if there was relevant evidence which was improperly excluded at the hearing. (For example, how was it improperly excluded. Why couldn't it be provided, what is the nature of the new evidence?)

9. I hereby certify that this information is true and correct to the best of my knowledge.

\_\_\_\_\_  
Signature of Parent/Guardian or Adult Student

\_\_\_\_\_  
Date

Rev. 7.2017