

Appreciation/Concern Form #2

Step Two: The principal (large schools) or school board chairperson (small schools) will set up a second conference between himself/herself, the teacher, and the parent.

Conference Two: _____
Date of conference

Statement of Resolution

Teacher's Comment _____

Signature of Teacher

Date

Parent's Comment _____

Signature of Parent

Date

Signature of Principal or Board Chairperson

Date

Step Three: If there is no resolution to the concern at step two, the administrator will present the concern to the personnel committee.

Personnel Committee Meeting: _____
Date of meeting

Recommendation of Personnel Committee

Step Four: If the Personnel Committee is not successful with resolving the concern, it will be discussed at the local school board. The school board will make a recommendation to the conference superintendent of schools. The superintendent will present the concern to the Kentucky-Tennessee Conference K-12 Board of Education for a final decision.