

Totowa Public Schools
10 Crews Street
Totowa, New Jersey 07512
973-956-0010

Gifted and Talented Complaint Process

Any person or group having a legitimate interest in the schools of the Totowa School District and who believes the district has not complied with the provisions of N.J.S.A. 18A:35-34 et seq. may file a complaint. The Board of Education directs the establishment of procedures for resolving all complaints fairly and impartially.

The complaint should be addressed to the Chief School Administrator who shall establish procedures for the hearing of complaints. Procedures will be governed by the following guidelines:

1. The matter will be resolved initially, wherever possible, by informal discussions between or among the interested parties.
2. A matter that cannot be resolved informally may be appealed at successive levels of authority, up to and including the Board of Education.
3. The complaint and its immediate resolution will be reduced to writing at the first and each successive level of appeal.
4. A reasonable period of time, not to exceed ten (10) calendar days, will be permitted for the filing of an appeal in writing at each successive level. A decision at each level of appeal must be rendered in writing no later than twenty (20) calendar days after the appeal is filed.