

## Parsippany-Troy Hills Township Schools

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### Sixth Grade Math Appeal Process 2020-2021

**DEADLINE FOR SUBMITTING APPEAL FORM: March 3, 2020**

- Step 1: If parent plans to appeal a course selection, a phone call or email must be arranged with the teacher and the parent. It is recommended that the teacher share relevant information regarding the placement decision.
- Step 2: If the parent would still like to appeal a course selection, the appeal goes to the appropriate supervisor listed below:
- Mrs. Annamarie Altomonte  
Coordinating Supervisor of K-5 Mathematics, Science, GRO, & BSI  
973-263-7180 x7247  
araltomonte@pthsd.net
- Step 3: If the parent still wishes to appeal the supervisor's decision, the supervisor will consult with the Assistant Superintendent of Curriculum & Instruction and render a final decision.

All updates will be made in Genesis.

# Parsippany-Troy Hills Township School District

## APPEAL FORM FOR 2020-2021 COURSE ASSIGNMENT

School: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student Current Grade: \_\_\_\_\_

Counselor: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Course Recommended by  
Math Teacher: \_\_\_\_\_

Math Teacher's Name: \_\_\_\_\_

Course Requested by Parent\*: \_\_\_\_\_

**\*We will make every effort to support the student. Students who choose to enroll in courses for which they are not eligible may not be able to withdraw at a future point because of class size or scheduling complications.**

Step 1 – Parent spoke with Teacher on \_\_\_\_\_

Step 2 – Parent spoke with appropriate supervisor on \_\_\_\_\_

**If necessary, supervisor will consult with Assistant Superintendent for Curriculum & Instruction**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**FORM MUST BE SUBMITTED TO STUDENT'S COUNSELOR**