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: ________________

FORM MUST BE SUBMITTED TO STUDENT’S COUNSELOR