



HILLTOWN COOPERATIVE CHARTER PUBLIC SCHOOL

Hilltown Cooperative Charter Public School Complaint Procedure (2023)

- (1) A parent, guardian, or other individuals or groups who believe that a charter school has violated or is violating any provision of M.G.L. c. 71, § 89 and/or 603 CMR 1.00 may file a complaint with the charter school's board of trustees.
- (2) The board of trustees shall respond in writing to the complaining party no later than forty-five (45) days from receipt of the complaint.
- (3) The board of trustees shall, pursuant to a complaint received under 603 CMR 1.09, or on its own initiative, conduct reviews to ensure compliance with M.G.L. c. 71, § 89 and 603 CMR 1.00. The charter school and the specific individuals involved shall cooperate to the fullest extent with such review.
- (4) A complaining party who believes a complaint pursuant to 603 CMR 1.09(1) has not been adequately addressed by the charter school board of trustees may submit the complaint in writing to the Commissioner, who shall investigate such complaint and make a written response.
- (5) In the event the charter school is found in violation of M.G.L. c. 71, § 89 and/or 603 CMR 1.00, the Commissioner or Board may take such action deemed appropriate including, but not limited to, suspension or revocation of the charter, or referral of the matter to the District Attorney, the Office of the Attorney General, or other appropriate agencies for action.
- (6) A parent, guardian, or other individuals or groups who believe that a charter school has violated or is violating any state or federal law or regulation regarding special education may file a complaint directly with the Department.