



**September 24, 2026**

**To:** All Staff of the Schools managed by The Roger Bacon Academy

**From:** Classical Charter Schools of America

**Memo:** Parent Student Handbook Amendment #0260924

**Page 9: School Administrators**

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### **Page 17: Hearings**

Hearings with regards to an exclusion, expulsion or long-term suspension should be formally directed in writing to [hearingrequest@rogerbacon.net](mailto:hearingrequest@rogerbacon.net), ~~Board of Trustees~~ within three business days of the student's dismissal. The decision will remain in place until ~~the Board or~~ the Board's designated [Hearing](#) Officer has an opportunity to hold the hearing.

### **Page 23: Grievances**

All grievances will be handled in the following manner:

1. Grievances will be directed first to the faculty member and/or party with whom the grievance originated.
2. If discussion with the faculty member does not resolve the issue, the grievance will be brought to a member of school administration for resolution.
3. If the grievance is not resolved ~~-after steps one and two at this level~~, a written complaint may be [submitted](#) ~~sent~~ to [hearingrequest@rogerbacon.net](mailto:hearingrequest@rogerbacon.net). ~~Board of Trustees~~ [Please include](#) ~~including~~ specific issues to be considered as well as the remedy that is desired. Before consideration, it will be verified that the complaint has been referred through the proper administrative channels for resolution.

3.4. The Hearing Officer will review the grievance and determine if the issue is ~~The Board may consider the matter in~~ appropriate to refer to the Board cases, in accordance with applicable law and policy. ~~However~~, the Board is not required to hear all ~~-grievances~~ complaints. A copy of the written grievance complaint will be provided to the employee and their supervisor. ~~supervisor and no~~ Concerns or ~~/~~complaints about specific employees will not be allowed in open sessions of Board meetings.