



## Mississippi Department of Education

Tom Burnham, Ed.D., State Superintendent of Education

Lynn J. House, Ph.D., Deputy State Superintendent • Instructional Enhancement and Internal Operations

### Office of Career Education and Workforce Development

Jean Massey • Associate State Superintendent • 601-359-3465 • FAX: 601-359-6619

**TO:** District Superintendents and Secondary Vocational Directors/Contact Persons

**FROM:** Jean Massey, Associate State Superintendent  
Office of Career and Technical Education

**DATE:** October 21, 2011

**RE:** **Revision of State Board Policies**

The State Board of Education, on October 21, 2011, approved the Office of Career and Technical Education to begin the Administrative Procedures Act Process for the following items:

To revise State Board Policies 8205-9201, 8201, 8204, 8207, 8213, 8302, 8401, 8402, 8403, 8500, 8801, 9000, 9202, 9205

A copy of the policy revisions/deletions can be viewed from the following site:

<http://www.mde.k12.ms.us/vocational/OVTE/>

Written comments must be received by **5:00 p.m. on Tuesday, November 15, 2011** and should be addressed to: **Mrs. Jean Massey, Associate State Superintendent of Career and Technical Education, P.O. Box 771, Jackson MS 39205-0771.**

JM:cjp

**MEMORANDUM #11.096**

*"Quality Education for Every Child"*

Central High School Building • 359 North West Street • P.O. Box 771 • Jackson, MS 39205-0771

<b>DESCRIPTOR TERM:</b>  <b>Appeals Procedures for Career Technical Planning</b>	<b>CODE:</b>  <b>8201</b>
<b>ADOPTION DATE:</b>  <b>June 21, 1991</b>	<b>REVISION:</b>  <b>November 18, 2011</b>

**STATE BOARD POLICY**

**Appeals Procedures for Career Technical Planning**

Districts not satisfied with the planning assignments and distribution of funds are to utilize the following procedure:

A. Write a letter of request to the Associate State Superintendent of Education (career and technical education director) stating the issue and justification for waiver.

B. The Associate State Superintendent of Education is to review and respond within 10 working days of receipt.

C. The district receiving a negative reply from the Associate State Superintendent of Education may, in turn, write a request to the State Superintendent of Education. This request should contain the original letter of request, the negative reply from the Associate State Superintendent of Education, a restatement of the issue(s) and a request for outcome.

D. The State Department of Education is to review and respond within 10 working days.

E. The district receiving a negative reply from the State Superintendent of Education may, in turn, write to the State Superintendent of Education requesting permission to address the State Board on the Board agenda according to established rules and guidelines. The decision of the Board on this issue would be final.

This does not waive the district's right to use appeal procedures if a local plan is not approved.

Legal Reference: Public Law 101-392, Section 131(c)(2).

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