

# PASADENA INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES



## 2022-2023 BOARD OF TRUSTEES

Standing (Left to Right)

Mr. Kenny Fernandez, *Assistant Secretary*  
Mr. Marshall Kendrick, *Member*  
Mr. Casey Phelan, *Secretary*

Sitting (Left to Right)

Ms. Crystal Davila, *Member*  
Mrs. Vickie Morgan, *President*  
Mrs. Nelda Sullivan, *Vice President*  
Mrs. Paola Gonzalez Fusilier, *Member*

The safety and well being of our students and parents is our top priority. As such, we urge students and parents to immediately report any activities which he/she reasonably believes (in good faith), constitutes unethical, unlawful, suspicious or questionable conduct, or activities that are in violation of Pasadena ISD policies.

To view our policies, please visit

<https://pol.tasb.org/Home/Index/597>



PASADENA INDEPENDENT SCHOOL DISTRICT  
[www.pasadenaisd.org](http://www.pasadenaisd.org)

## Steps to Resolve Concerns in Pasadena ISD

Pasadena ISD is committed to maintaining an open-door policy that allows parents & students to voice issues or concerns they have experienced with a staff member. In an effort to ensure that concerns are addressed effectively, we encourage individuals to address the issue by following the procedures outlined below until the situation is resolved.

### **STEP 1: Contact the School Staff Member**

Whether in the classroom, on a bus or at an event, the fastest and easiest solution for addressing a concern is by discussing the matter with the staff member most directly involved.

### **STEP 2: Contact the Principal or Program Supervisor**

If the situation has not been resolved with the staff member, individuals should contact the school principal or the supervisor in charge of the program.

### **STEP 3: Contact the Appropriate Central Office Administrator**

If you took your issue to the next level and you feel like the problem has not been resolved, then please address the issue with a central office administrator for your campus feeder pattern. Please allow advanced planning time for a meeting with the administrator.

### **STEP 4: Contact the Superintendent of Schools**

If the situation has still not been resolved and you have gone through the appropriate channels to address the situation (see steps 1-3), then the central office administrator will bring the issue to the attention of the superintendent of schools. The superintendent will make every effort to resolve the issue at this level.

### **STEP 5: Contact the Pasadena ISD Board of Trustees**

If you have taken all the appropriate steps to address the issue and it has not been resolved, parents and students may report the issue to the Board of Trustees by writing a request to the Superintendent.

## **GRIEVANCE INFORMATION & PROCEDURES**

For information on filing a formal complaint, please visit the "Grievance Information and Procedures" webpage on the Pasadena ISD website. <https://www1.pasadenaisd.org/grievance>

Please see the following list to select the appropriate complaint form.

**Students and Parents - FNG (Legal)**

**Staff - DGBA (Legal)**

**Community - GF (Legal)**