**Election Grievances**

Individuals who believe an election was conducted improperly may submit an election grievance to the appropriate superintendent’s office, with a copy to FACE sent to ElectionGrievances@schools.nyc.gov, and the appropriate Presidents’ Council. Because it is important for the functioning of PA/PTAs that election results be determined with finality in a timely manner, the rules applicable to election grievances are different from those that apply to other complaints and disputes.

Election grievances must be submitted and will be responded to in writing, in a timely manner as defined in this regulation. Grievances will be sustained only if there is a specific and material violation of either this regulation or the PA/PTA’s bylaws.

**1. Filing an election grievance. All election grievances:**

* Must be submitted in writing and must state the name of the complainant(s) and include a telephone number or email address where they may be contacted. Anonymous complaints and in-person or telephone complaints will not be accepted.
* Must be submitted no later than 5 days after the election meeting or announcement of results if later.
* Must allege a specific, material violation of this regulation or of the PA/PTA’s bylaws.

**2. Election grievance decision. No later than 10 days after receiving the grievance, the Superintendent** **will issue either a written decision or a notification that the grievance has been referred to FACE.**

* The superintendent may request assistance from the appropriate Presidents’ Council in investigating the election or rendering a decision.
* If the election grievance is referred to FACE, a written decision will be rendered no later than 10 days after the referral. The decision of FACE is final and binding.

**3. Appeal of election grievance decisions**

Decisions of the superintendent may be appealed to FACE. Appeals must be submitted in writing no later than 5 days after the decision.

* FACE will, within 5 days of receiving the appeal, issue a letter affirming, reversing, or modifying the superintendent’s decision. Grounds for reversal/modification are limited to:
	+ A mistaken interpretation of this regulation or of the PA/PTA’s bylaws.
	+ Failure to follow the grievance procedures outlined in this regulation.
	+ New information becoming available that was not available at the time the superintendent rendered his/her decision.
* The decision of FACE is final and binding. All decisions will be made available to the public upon request. When appropriate, personally identifiable information will be deleted from issued decisions.