



Orleans Parish School Board
OCR School Leader Requirements

I, Zulanda Green, School Leader of Pierre A. Coppard, attest that I have

formally adopted the OCR-approved grievance procedures. I will ensure that the **Student and Employee Handbook Addendum Document** is added to all Student and Employee Handbooks, and that it is distributed to students, parents, and staff via the following mediums:

- On Jan. 12th, students + parents will receive it at report card conferences (photocopy)
- A copy will be added to the student + employee handbooks
- Copies will go home next week with our school weekly news

The link to the 504 Grievance Procedures and Procedural Safeguards has been added to this specific area of our school's website:

The link has been added to the captacharacter.org website; go under the "About Us" section and click "links"

Zulanda Green

School Leader Signature

Date

1/12/17