

Waivers and Exceptions:

A major function of the School Community Councils is to submit requests for waivers from specific Board policies, Department of Education procedures, rules or regulations, and/or exceptions to specific provisions of labor agreements to which the Board is a signatory. Waivers are intended to facilitate student learning and student achievement by enhancing school-level flexibility. All waivers and exception requests must reflect a consensus of the school's community. [See Board Policy 2412, School Community Council Waivers and Exceptions.](#)

Any school requesting a waiver must ensure that such waiver aligns with its Academic and Financial Plans and demonstrate, with specificity:

1. The circumstances unique to the school justifying the waiver;
2. Significant harm to students' learning and students' achievement should the waiver not be granted;
3. The school's plan to exit the waiver and achieve full compliance with the statutory requirements;
4. Whether the Complex Area and Superintendent and the Superintendent concur with the request;
5. Whether other applicable processes noted in the Board Policy 2412, "School Community Council Waivers and School Community Council Exceptions Policy," were completed; and
6. Alternatives considered or implemented by the school prior to requesting the waiver.

The Board of Education has established procedures and forms to submit SCC Waiver/Exception Requests. See Memorandum on [SCC Waiver/Exception Requests](#). (Detailed guidance about school bell schedules specifically can be found on the [School Schedules site](#).)

Generic Waiver and/or Exception

To facilitate its commitment to the SCC and to make the process of obtaining waivers less burdensome and time-consuming, the Board of Education has established the category, "GENERIC WAIVER and/or EXCEPTION," to which it may assign any request. These generic waiver/exception requests are found by the Board to have sufficient merit or to be sufficiently routine so as to justify automatic approval* upon application by a school. The Superintendent is directed to maintain an up-to-date list of Waivers and Exceptions which have been designated GENERIC by the Board and to approve upon receipt all requests from schools for such waivers and exceptions. The Board of Education may remove the GENERIC designation from waivers or exceptions. All requests for waivers or exceptions not designated by the Board to be GENERIC require Board approval. ([See Board Policy 2412.](#))

**In the case of exceptions to the provisions of a labor agreement to which the Board is a signatory, such approval indicates only Board of Education agreement. The exception also requires union agreement.*

Waiver/Exception Request Appeal Process

School Community Councils may appeal waiver or exception requests that are disapproved. An appeal process provides steps and timelines for SCCs to appeal decisions made by the principal, complex area superintendent, or superintendent.

- Learn more about the [Appeal Process](#).
- View [Appeal Process Forms](#).