

# ESPB Complaints

The North Dakota Education Standards and Practices Board licenses and regulates teachers and administrators in the state.

The following outlines the law regarding disciplinary action against a licensee.

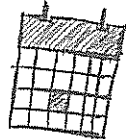
## Citizen Initiated Complaints

NDCC 15.1-13-24 &  
NDAC 671.-01-01-02(4)

1 A citizen makes a complaint and completes a **REQUEST FOR INQUIRY** form.

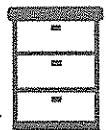


2 The ESPB sends the form to the licensee, who has 20 days to respond.



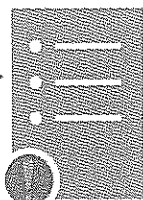
3 When the response is received the citizen's complaint is put on the **AGENDA** of the next board meeting

4 **AT THE MEETING, THE BOARD REVIEWS WRITTEN DOCUMENTATION AND HAS THREE OPTIONS**



DISMISS THE COMPLAINT

REQUEST ADDITIONAL INFORMATION

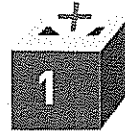


INITIATE FORMAL DISCIPLINARY PROCEEDINGS

## Board Initiated Proceedings

NDCC 15.1-13-25 &  
NDAC 671.-01-01-02(3)

1 Board votes to initiate disciplinary proceedings



(NDCC Chap. 28-32 is triggered)

2 A **COMPLAINT** is filed and served on the licensee



Licensee has 20 days to file an **ANSWER**



There is a period of time for "Discovery," after which an **ADMINISTRATIVE HEARING** is held

3 The Administrative Law Judge issues recommended **FINDINGS AND ORDER**. The Board has three options:



Adopt the recommendations



Amend the recommendations

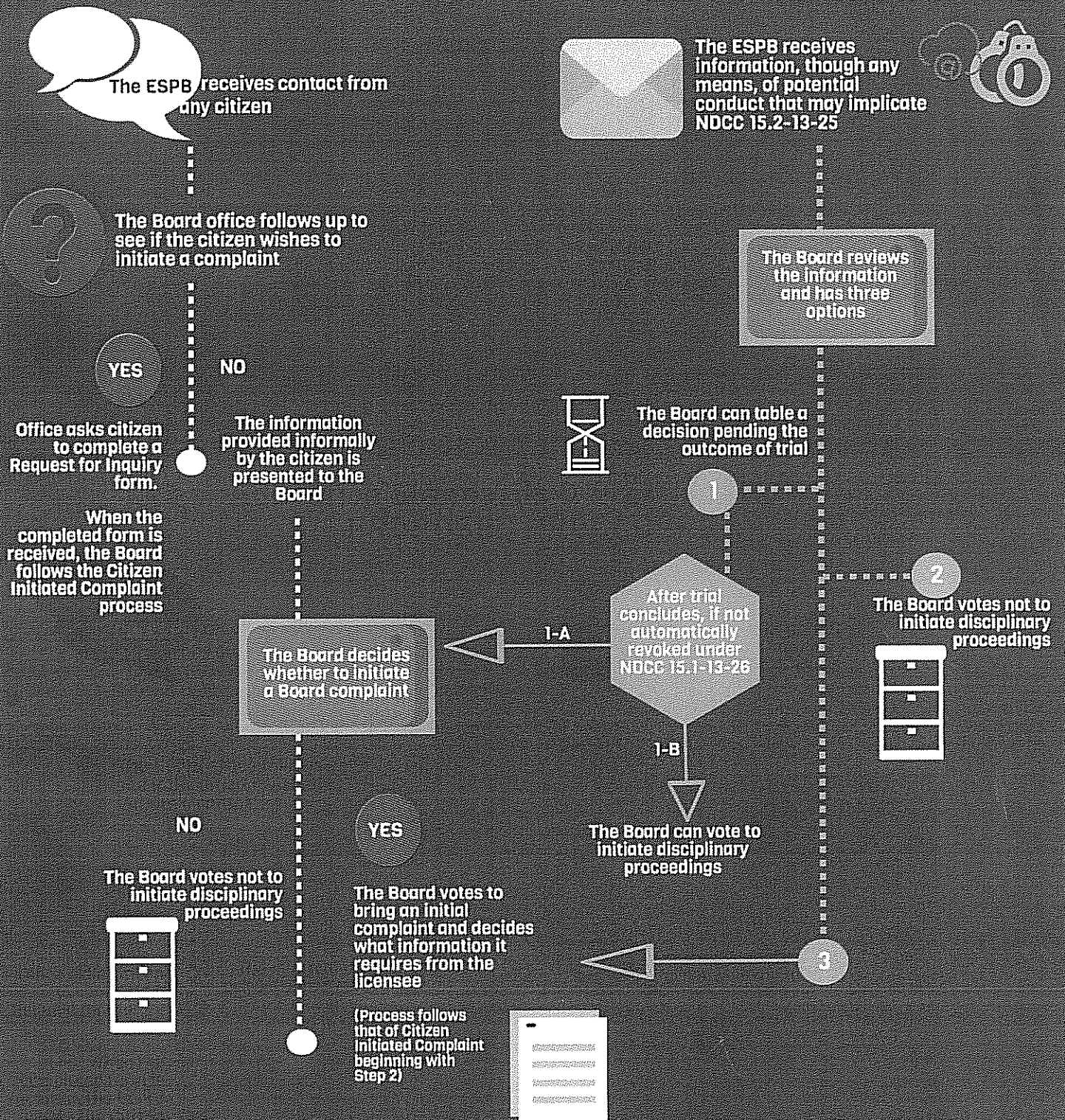


Issue its own findings



**BOARD ISSUES A FINAL ORDER**

# Education Standards & Practices Board PROPOSED PROCEDURE



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