

PUBLIC COMPLAINTS

The intent of this policy is to encourage public appearances while protecting the integrity and rights of students, school personnel and electors of the district.

Accordingly, the agenda of every regularly scheduled school board meeting will provide for public appearances. The board will entertain questions and comments dealing with board policy, board action and any other school issues exclusive of those dealing with student, staff and individual performance.

Complaints concerning personnel and/or individual performance will be handled in the following manner:

1. An earnest effort shall be made to settle the complaint at the level that it occurred.
2. If the matter is not resolved in Step 1, the complaint will be reduced to writing and submitted to the building principal. Upon receipt of a written complaint, the matter will be discussed and resolved through the lines of authority up to the Superintendent within a 30-day period.
3. If no satisfactory resolution results at the previous step, the Board, upon 5 days written request, will hear the complaint in closed session at the following regularly scheduled board meeting.
4. In emergency situations, the timetable in Steps 2 and 3 above may be waived at the discretion of the Superintendent and President of School Board and a special board meeting may be held.

APPROVED: March 11, 2003