

The board recognizes situations may arise in the operation of the district which are of concern to parents and other members of the community. While constructive criticism is welcomed, the board desires to support its employees and their actions to free them from unnecessary, spiteful, or negative criticism and complaints that do not offer advice for improvement or change.

The board firmly believes concerns should be resolved at the lowest organizational level by those individuals closest to the concern. Whenever a complaint or concern is brought to the attention of the board it will be referred to the administration to be resolved consistent with the following:

1. Matters concerning a teacher or other employee should first be addressed to the teacher or employee.
2. Unsettled matters from (1) above should be addressed to the employee's building principal or immediate supervisor.
3. Unsettled matters regarding employees from (2) above should be directed to the superintendent.
4. If a matter cannot be settled satisfactorily by the superintendent, the individual may ask that it be brought to the board. To ask that a concern regarding an employee be addressed by the board, the individual concerned must notify the board president in writing of the concern. The board president may bring it to the attention of the entire board by placing it on the agenda, or the individual may be permitted to address the complaint with the board at the beginning of a meeting in accordance with board policy.

It is within the discretion of the board to address complaints from the members of the community, and the board will only do so if they are in writing, signed, and the complaint has complied with this policy.

Date of Adoption: 4/22/13

Reviewed: 9/28/15