

Complaints Concerning Staff or Program Procedures

Most complaints can be resolved by informal discussions between the complainant and the staff member. Should the matter not be resolved, the principal shall attempt to resolve the issue through a conference with the complainant and the staff member.

If the complaint is not satisfactorily resolved at the building level, an appropriate district-wide administrator will be designated to address the concern. The complainant may be asked to provide a written statement describing the problem and a suggested solution.

A complainant who is not satisfied with the resolution of his/her complaint at this level may appeal to the superintendent for further consideration.

Date:
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