

Board Policy

Code No. 307

COMMUNICATION CHANNELS

Questions and problems shall be resolved at the lowest organizational level nearest to the complaint. School employees shall be responsible for conferring with their immediate supervisor on questions and concerns. Students and other members of the school district community will confer with a licensed employee and then with the principal on questions and concerns.

If resolution is not possible by any of the above, individuals may bring it to the attention of the Superintendent generally within five school days of their discussion with the principal. If there is no resolution or plan for resolution by the Superintendent within five school days of the individual's discussion with the Superintendent, the individual may ask to have the question or problem placed on the board agenda. The Superintendent will confer with the President and Vice-President, and it will be in their discretion whether to hear the concern. The action of the Board will be final.

It shall first be the responsibility of the administrators to resolve questions and problems raised by the employees and the students they supervise and by other members of the school district community.

Legal Reference: Iowa Code § 279.8 (2013).

Cross Reference:

213 Public Participation in Board Meetings

213.1 Public Complaints Before the Board

401.4 Employee Complaints

502.4 Student Complaints and Grievances

504.3 Student Publications

Approved: May 5, 1997

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February 20, 2018*

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