

## STUDENT COMPLAINTS AND GRIEVANCES

The Board recognizes that there may be conditions in the school district that are in need of improvement and that students should have some means by which their concerns may be effectively expressed, considered, and dealt with fairly. Such means, if well conceived and understood in advance, can do much to maintain harmonious relationship between the schools and the students and community.

The Board desires student complaints and grievances to be resolved through orderly processes and at the lowest possible level, but that channels be provided for eventual hearing by the Board in instances when this becomes necessary. The following process will be followed:

Informal process:

1. Any student or his or her parent or guardian will be provided the opportunity to discuss with the student's teacher a decision or situation which the student, parent, or guardian considers unfair or unjust.
2. If the incident remains unresolved, the student or his or her parent or guardian or the teacher, may bring the matter to the attention of the appropriate teacher leader, principal, dean of students, or counselor.
3. If the matter is still unresolved, the student or his or her parent or guardian or the teacher, may bring the matter to the attention of the Superintendent. The Superintendent will do all he or she can to resolve the issue.

Formal process:

4. If the Superintendent cannot resolve the issue, the student or his or her parent or guardian or the teacher, may write up a formal complaint that includes a clear definition of the complaint, the steps that have been done to try and resolve the issue, and the reasons for not agreeing with the Superintendent.
5. The Superintendent will respond within 5 days to the written complaint.
6. The student or his or her parent has the right to appeal the decision to the Board within 5 days.
7. The Board will hold a hearing at the next regular Board meeting and will make a decision. The written decision will be given to all parties within 5 days. The Board's decision is final.

Legal Reference:

Cross References:

Adopted: August 1999

Revised: July 9, 2012