

WEST DELAWARE COUNTY COMMUNITY SCHOOL DISTRICT

Public Complaints About Personnel

Code No. 402.12

The Board recognizes situations may arise in the operation of the school district which are of concern to the parents and other members of the school district 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 if the following has not been completed:

- (a) Matters concerning an individual student, teacher, or other employee should first be addressed to the teacher or employee.
- (b) Unsettled matters from (a) above or problems and questions about individual attendance centers should be addressed to the employee's immediate supervisor.
- (c) Unsettled matters regarding licensed personnel from (b) above or problems and questions concerning the school district should be directed in writing to the Superintendent.
- (d) If a matter cannot be settled satisfactorily by the Superintendent, it may then be brought to the Board. To bring a concern about a school district employee, the individual may notify the Board President in writing, who may bring it to the attention of the entire Board, or the item may be placed on the board agenda of a regularly scheduled board meeting in accordance with board policy 204.11.

The Board will address complaints from the members of the school district community if they are in writing, signed, and the complainant has complied with this policy.

Date adopted: February 14, 1994

Date reviewed: August 11, 1997; February 12, 2007; October 10, 2011;
February 13, 2017

Date revised: January 10, 2005; September 19, 2011

Legal Ref.: Iowa Code 273.1, 279.8 (1989)

Cross Ref.: Student Publications – 503.3 & 503.3R
Complaints – 204.11