

Timberlane Regional School District	Policy Code: KE
Revised: 06-17-93 Revised: 12-20-12	Page 1 of 1

PUBLIC COMPLAINTS

The Board believes that complaints and grievances are best handled and resolved by the parties directly concerned. Therefore, the proper channeling of complaints involving instruction, discipline, or learning materials will be as follows:

1. Teacher
2. Principal
3. Superintendent

Any complaint presented directly to the Board about school personnel without proper administrative channeling shall be referred back through the proper administrative channels.

If the complaint is escalated from Teacher to Principal to the Superintendent by the person making the complaint, the Superintendent will make the final decision in the matter.

If the person making a complaint is dissatisfied with the Superintendent's decision, the person may make a written request in the form of an appeal for the complaint to be heard by the Board. The Board is not obligated to hear any complaint and there must be a majority vote by the board to accept the appeal to hear the complaint. If the Board votes not to accept the appeal to hear the complaint, then the Superintendent's decision shall continue to remain as final. If the Board votes to accept the appeal and hear the complaint, then all Board decisions shall be final.