

Complaints from Parents, Students, and the Public

Step 1: Discuss with the district employee most directly responsible for the perceived problem.

If unsuccesful, move to Step 2.



Step 2: If unresolved, the concern should be elevated to the appropriate school or district administrator (e.g.: Principal or Supervisor).

If unsuccessful, move to Step 3.



Step 3: If further resolution is required, the concern may be submitted in writing to the Superintendent or designate.

If unsuccessful, move to Step 4.



Step 4: If the matter significantly affects the student's health, safety, or education, the parent or student may submit a formal appeal under Board Policy 13 - Appeals (per Section 11 of the *School Act*)