

Series 400 – Employees

Policy Title: PUBLIC COMPLAINTS ABOUT EMPLOYEES

Policy Code No. 408.24

The Board of Directors recognizes situations may arise in the operation of the District which are of concern to parents and other members of the District community. While constructive criticism is welcomed, the Board of Directors 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 of Directors 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 of Directors it will be referred to the administration to be resolved. Prior to Board action however, the following should be completed:

- (a) Matters 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 building principal for licensed employees and the Superintendent for classified employees.
- (c) Unsettled matters regarding licensed employees from (b) above or problems and questions concerning the District should be directed to the Superintendent.
- (d) If a matter cannot be settled satisfactorily by the Superintendent, it may then be brought to the Board of Directors. To bring a concern regarding an employee, the individual may notify the Board president in writing, who may bring it to the attention of the entire Board of Directors, or the item may be placed on the Board agenda or a regularly scheduled Board of Directors meeting in accordance with Board policy and statute.

Date of Adoption 04/27/2009

Review Date

Revision Date

Legal Ref.: Iowa Code 279.8 (2007)

Cross Ref.: