

**COMMUNICATIONS WITH BOARD**

**Presenting Concerns To Board:** Any parent or citizen who has a complaint regarding the District shall present the complaint to the Superintendent in writing. If a Board member receives a complaint from a parent or citizen, the complaint should be forwarded to the Superintendent in order for the Superintendent to review and evaluate the complaint. The Superintendent shall review the complaint and determine if the complaint shall be presented to the Board. If the complaint is to be presented to the Board, the Superintendent shall notify the person bringing the complaint of the date, time, and place of the meeting at which the complaint is to be discussed and shall prepare an appropriate agenda item for such discussion and possible action. Employee and/or student complaints should follow applicable complaint and/or grievance procedures. (See, *i.e.*, Policy BH - Sexual Harassment; Policy BI - Civil Rights; Policy DF - Employee Grievances, Policy EK - Suspension Appeal).

**Board-Staff Communications:** Except as provided in any grievance procedure, negotiated agreement, or otherwise provided in Board policy or Administrative Regulation, all communications and/or reports to the Board from employees shall be submitted to the Board through the Superintendent.

District employees are also encouraged to attend Board meetings but shall not be afforded the opportunity to address the Board at Board meetings on matters of a personal nature relating to their employment, unless such right is otherwise granted by law, negotiated agreement, District policy, or Administrative Regulation.

**Resolving School Related Conflicts:** District believes that it operates most efficiently when individual situations are resolved at the lowest level of administration possible. Therefore, the Board requests that problems which parents or students have with an individual teacher or classroom situation be taken to the teacher for resolution first. If that is unsuccessful the parent or guardian of the student should contact the school principal. If there is no resolution, the problem should be taken to the Superintendent. If no resolution can be reached, the parent or guardian may request to be heard by the Board at a board meeting.

If an extremely large number of requests to speak are received, the Board President may set a reasonable time limit for the total "Recognition of Visitors" portion of the meeting. The Board may extend the total time limit for comments set by the President by a majority vote of the members present.