

TRUSTEE RESPONSE TO CONCERNS

When a parent/legal guardian or member of the public brings a concern to the attention of a Board member the following process shall apply:

Verbal Concerns

If a trustee receives a verbal concern, the individual will be referred to the worksite supervisor who will follow the procedure outline in Policy K – 5. Policy K – 5 will then be followed if the concern is not resolved.

Written Concerns:

1. If a Board member receives a written concern, he/she will bring it forward to the next regular Board meeting or the Chair may be contacted and a special meeting called. The appropriate action will be determined at the meeting.
2. Unsigned Concerns/Complaints:

The Board will not respond to any unsigned concerns or complaints. Should a Board member receive an unsigned concern or complaint, it will be shared as information only.

January 17, 1980  
Amended February 23, 1988  
Amended March 27, 1990  
Amended July 15, 1998  
Amended February 23, 2005  
Amended November 12, 2008  
Reviewed January 28, 2009  
Amended November 10, 2010  
Amended December 14, 2011