

## PERSONNEL

### GENERAL PERSONNEL - PUBLIC COMPLAINTS ABOUT PERSONNEL

Public complaints or suggestions about personnel shall be referred to the appropriate level staff member and/or District administrator. Each complaint or suggestion shall be considered on its merits. The individual employee involved shall be given every opportunity for explanation, comment and presentation of the facts as he/she sees them.

If a complaint is not resolved by involvement of the immediate supervisor or administrator, the complainant may refer the issue to the Superintendent or designee for his/her review and decision.

If the above steps do not resolve the concern of the complainant, he/she may request a closed session of the Board for the purpose of review of the Superintendent's decision. Generally, when such a request is granted, all parties involved, including the school administration, shall be asked to attend such a meeting for purposes of presenting additional facts, making further explanations, and clarifying the issues. The Board shall conduct such meetings in a fair and impartial manner.

This policy shall not be construed to create an independent right to a hearing before the Board.

Adopted: March 10, 1983  
Revised: November 12, 1992  
Revised: March 12, 1998