

## BARNSTEAD SCHOOL DISTRICT Public Complaints

The Barnstead School Board believes that complaints and grievances are best handled and resolved by the parties directly concerned. Interested citizens are welcome and are encouraged to attend school board meetings, but they are not to participate in the discussion unless so requested by the Chairperson. Therefore, the proper channeling of complaints involving instruction, discipline or learning materials will be as follows:

1. Teacher
2. Principal
3. SAU #86 Superintendent
4. Barnstead School Board

Any complaint presented to the Board about school personnel shall be referred back through proper administrative channels. The Board will not hear complaints from individuals until such complaints have first been brought forth through the appropriate and applicable administrative procedures. Exceptions to this provision are for complaints that relate solely to Board actions or Board operations.

In the event a complaint is made directly to an individual Board member, the procedure outlined below shall be followed:

1. The Board member shall refer the person making the complaint to the Superintendent for investigation. The Superintendent may delegate the investigation to the Principal.
2. If the member of the public will not personally present the complaint to the Superintendent or Principal, the Board member shall then ask that the complaint be written and signed. The Board member will then refer the complaint to the Superintendent for investigation.
3. If the person making a complaint feels that a satisfactory reply has not been received from the Superintendent, the individual may request that the complaint be heard by the Board. The Board will hear and act upon the complaint only by majority vote. If the Board does hear and act upon the complaint, all Board decisions shall be final.

Unless the above procedure is followed, no suggestion, complaint or grievance shall be considered by the School Board.

Second/Approved Reading:	March 24, 2015
Further Review:	March 11, 2015
Review:	December 1, 2014
Revised:	May 2007
Reviewed:	October 2004
Revised:	July 1998
Adopted:	August 1985