

## **POLICY H 8**

### **BURLINGTON SCHOOL DISTRICT H 8: PUBLIC CONCERNS/COMPLAINTS**

#### **Formerly Policy KL**

The Board recognizes that situations may arise in the operation of schools that are of concern to parents and other members of the public. Such concerns are best dealt with through direct communication with appropriate principal, teacher or staff members.

The following guidelines are designed to resolve concerns/complaints:

1. Matters involving interaction between student(s) and a teacher should first be addressed at a meeting with the teacher. If the concern/complaint cannot be resolved at this level, the issue should be directed to the principal or program director.
2. Concerns/complaints which are related to the general operation of a school or program should be discussed with the principal or program director.
3. Issues which cannot be satisfactorily resolved at the building or program level may be directed to the Superintendent.
4. Any concerns/complaints not resolved at the Superintendent's level may be referred to the Clerk of the School Board in written form or audio tape setting forth the facts upon which the concern/complaint is based. The presentation of the complaint to the Board shall not exceed fifteen minutes.
5. The Board will consider the matter at a regularly scheduled meeting and, after hearing input from all parties concerned, take appropriate action in a timely fashion.

#### Legal Reference:

- 1 V.S.A. §§310 et.seq. – Open Meetings
- 16 V.S.A. §1752 – Suspension, Dismissal

#### Cross Reference:

- B 13 – Meetings of the Board
- B 14 – Executive Sessions
- B 18 – Public Participation at Board Meetings

POLICY ADOPTED: February 8, 1994

POLICY REVIEWED: June 6, 1997

FIRST READING: November 8, 2005

SECOND READING: December 13, 2005

AMENDED POLICY ADOPTED: December 13, 2005