Sparta Area School District

Article 110 - Handling of Concerns

Individual members of the Board of Education will have concerns presented to them by members of the community, staff, public officials, etc. These concerns should be discussed frankly and honestly with them. It is the desire of the Board of Education that complaints be handled promptly and as close to the source as possible.

Should some "follow-up" activity be required, the individual should be referred to the appropriate administrative staff member by the contacted School Board member. An appropriate administrative staff member is as described in Article 201 of this Board Policy.

After the concern has been discussed with the appropriate administrative staff member and if the concern still exists, the individual should bring it to the attention of the next person in the flow of responsibility until the issue is sufficiently resolved or at which time the involvement of the superintendent is warranted. If the superintendent is not able to resolve the matter, the individual should communicate back to the originally contacted School Board member.

The School Board member, in turn, should discuss the situation with the Superintendent and the Board President or committee chairperson regarding the scheduling of this item on the agenda of the appropriate committee of the Board of Education, at a special Board meeting, a regular Board meeting or a closed session, as appropriate.

Should the concerned individual desire to appear at a meeting of the Board of Education, a request should be transmitted to the President and/or the Superintendent as indicated and described in Article 106 of this Board Policy.

Legal Reference:

Cross Reference: Article 106 – Meetings of the Board of Education
Article 201 – Structure and Flow of Responsibility
Article 605 – Complaints Regarding Books and Materials Used in the Schools
Article 606 – Complaints Regarding School Staff Members

Adopted:

Revised: December 21, 2004