

**Saint Helens
School District 502**

Code: **KLD**
Adopted: 9/24/07

Public Complaints about District Personnel

Constructive criticism of the schools is welcome when motivated by a sincere desire to improve the quality of the educational program and to equip the district's schools to do their task more effectively.

The Board places trust in its employees and desires to support their actions to protect them from unnecessary and spiteful complaints.

Whenever a complaint is made directly to the Board as a whole or to an individual Board member, it shall be referred to the school administration for study and possible solution. The employee involved shall be advised of the complaint's nature and shall be given every opportunity to explain, comment and present the facts as he/she sees them.

If necessary, the administration, the person who made the complaint or the employee involved may request an executive session of the Board for further study and decision. All parties involved, including the school administration, shall be asked to attend such a meeting to present additional facts, make further explanations and to clarify the issues.

The Board shall conduct such meetings in as fair and just a manner as possible. The Board may request a disinterested third party act as moderator to help solve the issue.

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)

[ORS 332.107](#)

[OAR 581-022-1940](#)

Cross Reference(s):

BDDH - Public Participation in Board Meetings

KL - Public Complaints