

POLICY: 304.1

COMMUNICATION CHANNELS

Questions and problems are resolved in the lowest organizational level nearest to the complaint. School employees are responsible for conferring with their immediate supervisor on questions and concerns. Students and other members of the school district community will confer with a licensed employee and then with the principal on questions and concerns.

If resolution is not possible by any of the above, individuals may bring it to the superintendent after their discussion with the administrator or principal. If there is no resolution or plan for resolution by the superintendent, the individual may ask to have the question or problem placed on the board agenda. It is within the board's discretion whether to hear the concern.

It will first be the responsibility of the administrators to resolve questions and problems raised by the employees and the students they supervise and by other members of the school district community.

Legal Reference: Iowa Code § 279.8.

Adopted: 05/09/89
Revised: 02/01/07, 09/23/19
Reviewed: 09/18/00, 01/09/12, 12/11/17, 02/08/21