

**COMPLAINTS**

1. Any complaints shall be presented or referred in writing to the Superintendent of Schools, who may at his/her discretion refer the complaints to the Board of Education.
2. In cases of discipline or other school matters relating to their children, parents or guardians shall first discuss the matter with the teacher concerned. If the matter is not resolved, parents or guardians may further discuss the matter with the following persons in the following order as necessary: (1) the Principal of the building (2) the Superintendent of Schools or his designee. If the matter is not resolved at the Superintendent level, the Superintendent shall report the matter to the Board for consideration and action.
3. Complaints to the Board, or appeals on the rulings of the Superintendent, shall be presented to or referred to the Superintendent in writing for presentation to the Board.

**Related Policies**

POPPS 1231 Interview Intake Form

POPPS 8420 Grievance Procedure for Addressing Student/Parent and Employee Complaints Alleging Bullying or Alleging Discrimination or Harassment on the Basis of Race, Color, National Origin, Religion, Sex, Sexual Orientation, Disability, or Age.

POPPS 3244.1 Bullying

Bd. Reviewed and Re-approved 08/19/03

R/Bd. Approved 9/13/04

R/Bd. Approved 10/17/05