

**SCHOOL BOARD MEMBER RESPONSE  
TO PUBLIC COMPLAINTS**

Investigating Complaints

When a school board member receives a complaint, which the board member requests to be investigated and discussed by the board, he/she will first refer this complaint to the Superintendent who will make an initial investigation. The initial investigation will be held in strict confidence, except that if the complaint involves a district employee, any applicable procedure outlined in a collective bargaining contract shall be followed. The Superintendent will report the results of his/her investigation to the Board Chair. The district will inform the complainant when the investigation is concluded.

Approved: May 1, 2014