

## COMPLAINTS ABOUT SCHOOL PERSONNEL

The intent of this policy is to maintain dialogue among residents, the Board of Education and the administration while, at the same time, safeguarding employees from unfair criticism.

The Board believes that complaints and grievances are best handled and resolved as close to their origin as possible and that the staff should be given every opportunity to consider issues and attempt to resolve problems prior to Board involvement. Therefore, the proper channeling of complaints will be as follows:

1. Teacher or staff member,
2. Building Principal,
3. Superintendent of Schools, and
4. Board of Education.

Exceptions will be made only when complaints concern Board action or Board operations. In all cases, a preliminary notice of complaint shall be provided to the Board for informational purposes. In addition, the Board will not act on complaints that have not been explored at the appropriate level.

Individual Board members will refer *persons* making complaints to the Superintendent. Board members will refrain from expressing any judgment until such complaint is submitted to the entire Board. The Superintendent shall refer complaints to other staff members when appropriate.

Ref: Education Law §§3012; 3020-a Civil Service  
Law §75 Public Officers Law § 100 ( 1 )( f ) 8  
NYCRR Part 84

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