

Patrons from this district having concerns or complaints regarding any aspect of this school district and/or the services it provides to the school-age students residing in its boundaries may submit those concerns or complaints in writing following the procedure set forth below:

1. *Matters concerning an individual school will be discussed first with the principal of that school;*
2. *If the patron believes that the matter was not resolved at the school level, it may then be brought to the superintendent;*
3. *If the problem is not resolved with the superintendent of schools, it may then be brought before the board in the following manner:*
 - a. *The request, concern, or complaint will be submitted in writing to the board at least five (5) days before the regularly scheduled board meeting;*
 - b. *Participants must identify whom they represent and may be asked to comment on their questions or problems;*
 - c. *Personnel complaints against any school district employee will not be heard in open session;*
 - d. *The board reserves the right to set time limitations for presentations and speakers.*

Individuals with complaints regarding library resources or textbooks will follow the complaint procedure set forth in the policy entitled Library and Resource Center Materials found in SECTION 600: EDUCATIONAL PROGRAMS.



LEGAL REFERENCE:

Idaho Code Section 33-506(1)

ADOPTED: August 10, 2005

AMENDED:

**Language in text set forth in italics is optional.*