

PUBLIC COMPLAINTS

Policy 870

Wauwaukee Community School District

Page 1 of 2

(This sample policy provides for the filing and resolution of complaints/concerns from the public first at the level most directly involved with the subject matter of the complaint/concern, with appeal opportunities to the highest administrative authority and ultimately with the school board. This policy is intended to coordinate with 870 Sample Rule 1.)

The School Board believes that the Board and school staff should welcome and respond to concerns and complaints from the public. A concern is defined as "a cause of anxiety or worry." A complaint is defined as "a statement that a situation is unsatisfactory or unacceptable." For the purposes of this policy, the terms are used interchangeably and the process for resolving concerns or complaints is identical.

The Board relies on its teachers, staff, and administrators to resolve such concerns or complaints of the public. It is the policy of the District to provide for such resolutions first at the level most directly involved and in an informal manner, whenever possible. Further, if such resolution cannot be accomplished, procedures shall be available for review at the highest administrative level with an ultimate opportunity for appeal to the Board.

Nothing in this policy or its implementing procedures is intended to supersede timelines or procedures specified in other policies of the District or in other applicable legally-mandated timelines or processes. Examples of situations in which more specific policies and procedures exist include the following: *The district should insert any applicable district policies and procedures and their corresponding policy codes or locations, or refer the reader to a list of cross-referenced policies. For example:*

Formatted: Highlight

- Policy 342.1 Programs for Students with Disabilities (See also the District's special education policy and procedure manual and the Individuals with Disabilities Education Act (IDEA) Regulations)
- Policy 342.8 Section 504 (as applicable to students)
- Policy 345.4 Student Promotion and Retention
- Policy 347 Student Records
- Policy 361.1 Public Complaints About Instructional Materials
- Policy 361.2 Public Complaints About Library Materials
- Policy 370 Extracurricular Activity Rules and Regulations (See also the District's Extracurricular Activity Code and any applicable Wisconsin Interscholastic Athletics Association (WIAA) Regulations)
- Policy 411 Equal Educational Opportunities (Nondiscrimination)
- Policy 412 Student Anti-Harassment and Anti-Bullying
- Policy 421 Entrance Age (including early admission to kindergarten and 1st grade)
- Policy 511 Equal Opportunity Employment and Nondiscrimination
- Policy 512 Employee Harassment and Bullying
- [Policy 413/513 Nondiscrimination in District Programs, Activities, and Operations/Title IX](#)
- [Policy 527 Teacher Handbook](#) Employee Grievances]

Cross References:

WASB PRG 870 Sample Policy 1

Adoption Date:

PUBLIC COMPLAINTS

Waunakee Community School District

Policy 870

Page **2** of **2**