

## MEMORANDUM

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**TO:** NWABSD Board of Education  
Members

**DATE:** August 30, 2023

**NUMBER:** 24-004

**FR:** Office of the Superintendent

**SUBJECT:** Approval of Proposed  
Revisions to BP 1312.1,  
Community Relations,  
Public Complaints  
Concerning School  
Personnel; Second  
Reading

**STRATEGIC PLAN/BOARD GOAL:**

Improve Stakeholder Communication.

**ABSTRACT:**

Board policy revisions require Board approval.

**ISSUE:**

At issue is to approve the second reading of the proposed revisions to BP 1312.1, Community Relations, Public Complaints Concerning School Personnel.

**BACKGROUND AND/OR PERTINENT INFORMATION:**

The Superintendent/designee presents drafts or suggestions for board policy revisions when changes in law occur or when specific need occurs. Policy revisions shall normally be given two readings prior to adoption by the Board. This is the second reading of the proposed revisions to BP 1312.1, Community Relations, Public Complaints Concerning School Personnel.

No public comment was given on this board policy. The Board Policy Committee reviewed the proposed changes and recommends approval.

**ALTERNATIVES:**

1. Approve the second reading to the proposed revisions to BP 1312.1, Community Relations, Public Complaints Concerning School Personnel as presented;
2. Do not approve second reading to the proposed revisions to BP 1312.1 as presented;
3. Take no final action.

**ADMINISTRATION'S RECOMMENDATION:**

The administration recommends the Board approve the second reading to the proposed revisions to BP 1312.1, Community Relations, Public Complaints Concerning School Personnel as presented.

## BP 1312.1 PUBLIC COMPLAINTS CONCERNING SCHOOL PERSONNEL

The School Board places trust in its employees and desires to support their actions in such manner that employees are free from unwarranted, spiteful or negative criticism and complaints. The Superintendent or designee shall develop procedures which will permit the public to lodge complaints or criticism against staff members, assure full consideration, and protect the rights of the staff members and the district. ~~Verbal~~ eComplaints against an employee initially made to a School Board member, Advisory School Council member, or at a School Board meeting ~~will shall~~ be referred to the complaint process and the Superintendent or designee ~~for~~ will give appropriate consideration and action.

The District will respond to complaints concerning school personnel, investigate as appropriate, and take action as may be necessary or advisable to resolve the concern. Complaints should follow the complaint filing and resolution process set forth in administrative regulation.

The process for complaints concerning school personnel will be administered in a fair and nondiscriminatory manner on behalf of both the complainant and the personnel involved.

~~(cf. 1250 - Visits to the School)~~

(cf. 1312 - Public Complaints Concerning the Schools)

(cf. 4112.6 - Personnel Records)

(cf. 9323 - Meeting Conduct)

**Note:** *When public complaints include allegations of child abuse, it is imperative that school officials consult BP 5141.4 - Child Abuse and Neglect (Reporting Procedures). Though a district may implement its complaint procedures in such cases, the duty to report suspected child abuse comes first. We encourage school districts to rely on the child protective agencies for resolving these complaints and determining if the child abuse report is unfounded.*

This policy shall not apply when a public complaint involves accusations of child abuse. When a school employee is accused of child abuse, it shall be investigated by proper authorities in accordance with child abuse laws.

~~(cf. 5141.4 - Child Abuse and Neglect (Reporting Procedures))~~

~~(cf. 5141.42 - Professional Boundaries for staff and students)~~

~~(cf. E4119.21(a) Code of Ethics & Teaching Standards)~~

~~(cf. B1312.3(a) Public Complaints Concerning Discrimination)~~

Legal Reference:

ALASKA STATUTES

*Government meetings public*

*Adopted: June 09, 2004*

*Revised: (Date of Revision)*

**Northwest Arctic Borough School District**