

**SCHOOL DISTRICT OF WAUPACA**

**SERIES 100 BOARD OF EDUCATION**

**CODE: 161.1**

**HANDLING OF COMPLAINTS**

The Board of Education realizes that problems are more quickly and effectively resolved at their source or origin and, therefore, believes that the best manner in handling complaints is through the following method:

Individuals or groups often confront a single Board of Education member with issues which should be handled by the District Administrator. In order that fair and equal consideration can be given to all parties concerned, it is expected that the Board Member will listen politely to the aggrieved, state the procedure of the Board in handling complaints and withhold commitments and/or opinion until the matter has been presented to the Board of Education for consideration. It is often wise for the Board of Education members to postpone the formulation of their opinion until they have had the benefit of hearing the issue discussed by the Board of Education where all aspects of the problem are considered. The Board of Education member should not obligate other members of the Board of Education by predicting how they will vote on any matter.

**ADOPTED:** 071376

**REVISED:** 061599

**REVIEWED:** 030993

**LEGAL REFERENCE:**

**CONTRACT REFERENCE:**

**CROSS REFERENCE:**

The School District of Waupaca does not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.