

**North Country Schools/OENSU  
Common Board Policy Manual**

<b>PERSONNEL</b>
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POLICY NO.            D.10

**D. 10 PUBLIC COMPLAINTS ABOUT PERSONNEL**

Resolution of complaints about school personnel shall first be referred to the school administration for study and solution.

The district places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or unjustified criticism or complaints.

1. The complainant shall first bring a complaint to the individual concerned.
2. If the problem cannot be resolved with the individual concerned, it should be brought to the attention of the immediate supervisor and/or building principal or director of the career center. The complaint shall be in writing stating the issues and supporting facts. The individual employee involved shall be given every opportunity for explanation, comment, and presentation of the facts as he/she sees them.
3. If the issue is not resolved by involvement of the immediate supervisor within ten (10) school days, the complainant may refer the issue to the superintendent for his or her review and decision.
4. If the above steps do not resolve the concern of the complainant, he/she may request a session of the board for the purpose of reviewing the superintendent's decision. All parties involved, including the school administration, shall be asked to attend such a meeting for purposes of presenting facts, making further explanations, and clarifying the issue. The board shall conduct such meetings in a fair and just manner. The board shall then render a decision.

It is the intent of the board that the rights of employees under collective bargaining agreements and Vermont law be protected through the administration of this policy.

**Date Adopted:**

Brighton	8/15/00
Charleston	8/10/00
Coventry	9/6/00
Derby	8/28/00 With Changes: Paragraph Two – “that employees are freed from unnecessary, <b>anonymous</b> , spiteful, or unjustified criticism or <b>unsigned</b> complaints.”
Holland	11/13/00
Jay/Westfield	9/12/00
Lowell	7/13/00
Morgan	4/13/00
Newport City	8/7/00
Newport Town	9/12/00
Troy	10/17/00
NCUHS	7/18/00
NCUJHS	8/29/00

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