

POLICY

3230

Community Relations

SUBJECT: QUESTIONS AND/OR CONCERNS

Questions and/or concerns by school stakeholders regarding any facet of the school operation often can be handled more satisfactorily by the administrative officer in charge of the unit closest to the source of the question and/or concern. In most instances, therefore, questions and/or concerns will be made to the building principal and/or his/her assistant if the matter cannot be resolved by the teacher, coach, or other school employee.

If the questions and/or concerns are not resolved at this level to the satisfaction of the school stakeholder, the questions and/or concerns may be carried to the Superintendent. Unresolved questions and/or concerns at the building level must be reported to the Superintendent by the building principal. The Superintendent may require the statement of the school stakeholder to be provided in writing.

If the questions and/or concerns are not resolved at the Superintendent level to the satisfaction of the school stakeholder, the questions and/or concerns may be carried to the Board of Education. Unresolved questions and/or concerns at the Superintendent level must be reported to the Board of Education by the Superintendent. The Board of Education reserves the right to inquire as to the outcome of prior conversations and communication flow.

Adopted: 7/27/04
Revised: 12/4/17

Questions and/or Concerns: Communication Flow

Frequently Asked Questions (FAQ)

Please refer to the following FAQ list to determine the communication flow in any of the following areas. Our goal is to provide a seamless flow of information for all stakeholders.

Questions

1. Homework Kindergarten-Grade 5
2. Homework Grade 6-12
3. Bus Stops
4. Classroom Incident Kindergarten-Grade 5
5. Classroom Incident Grade 6-12
6. Athletics
7. Student Discipline: Kindergarten-Grade 5
8. Student Discipline: Grades 6-12
9. Student Discipline: Bus
10. Student Scheduling
11. Curriculum
12. School Budget/Taxes
13. Building Use
14. Co-Curricular Activities
15. Medical
16. Special Education
17. Breakfast/Lunch
18. Attendance at District/School Activities and Events
19. Accessibility Issues (ADA Compliance)
20. Board Policy

Answers

1. Homework Kindergarten-Grade 5

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Superintendent	Board

2. Homework Grade 6-12

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Superintendent	Board

3. Bus Stops

1st Level	2nd Level	3rd Level	4th Level	5th Level
Driver	Director of Transportation	Principal	Superintendent	Board

4. Classroom Incident Kindergarten-Grade 5

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Superintendent	Board

5. Classroom Incident Grade 6-12

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Superintendent	Board

6. Athletics

1st Level	2nd Level	3rd Level	4th Level
Coach	Athletic Director	Superintendent	Board

7. Student Discipline: Kindergarten-Grade 5

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Superintendent	Board

8. Student Discipline: Grades 6-12

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Superintendent	Board

9. Student Discipline: Bus

1st Level	2nd Level	3rd Level	4th Level	5th Level
Driver	Director of Transportation	Principal	Superintendent	Board

10. Student Scheduling

1st Level	2nd Level
Counselor	Principal

11. Curriculum

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Executive Director of Curriculum	Superintendent

12. School Budget/Taxes

1st Level	2nd Level	3rd Level
Business Manager	Superintendent	Board

13. Building Use

1st Level	2nd Level	3rd Level
Director of Facilities	Principal	Superintendent

14. Co-Curricular Activities

1st Level	2nd Level	3rd Level
Advisor	Principal	Superintendent

15. Medical

1st Level	2nd Level	3rd Level
Nurse	Principal	Superintendent

16. Special Education

1st Level	2nd Level	3rd Level	4th Level
Teacher	Principal	Director of Pupil Personnel Services	Superintendent

17. Breakfast/Lunch

1st Level	2nd Level
Food Services Director	Superintendent

18. Attendance at District/School Activities and Events

1st Level	2nd Level	3rd Level	4th Level
Chaperone	Principal	Superintendent	Board

19. Accessibility Issues (ADA Compliance)

1st Level	2nd Level	3rd Level	4th Level
Principal	Director of Facilities	Superintendent	Board

20. Board Policy

1st Level	2nd Level
Superintendent	Board