

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 District 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 an administrative level. Certain policies include complaint procedures that may ultimately become before the Board of Education.

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, but are not limited to, the following:

- *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 527* *Employee Grievances]*

Adopted: **12/20/21**