
COMPLAINTS

Board members should be aware that complaints regarding personnel or any phase of the school operations are inevitable and should encourage dissatisfied community members to discuss matters of dispute with the appropriate personnel. When deemed necessary, the board member may also apprise the principal or the chief school administrator of the matter.

Complaints that reach the chief school administrator after having been unsuccessfully resolved at the school level must be in writing stating the nature of the complaint and the desired response. The chief school administrator shall investigate such complaints and, when appropriate, take corrective action in accordance with Board of Education policy. The results of such investigations shall be reported to the board of education.

Community members who are dissatisfied with administrative response through the chief school administrator's level may appeal the matter to the board of education. The appeal, which must be in writing, shall be sent to the Board President, with a copy to the chief school administrator, within 30 days of the final administrative response. The appeal must set forth the specific disagreement(s) with the administrative response, the basis therefore and the relief sought at the Board level. The Board shall review and decide the appeal within 30 days. The Board's decision shall be communicated in writing to the party appealing.

Legal References:

<u>N.J.S.A. 10:4-6 et.seq</u>	Open Public Meetings Act
<u>N.J.S.A. 18A:11-1</u>	General mandatory powers and duties
<u>N.J.S.A. 47:1A-1 et.seq.</u>	Examination and copies of public records ("Open Public Records Act")

Policy Adopted: June 18, 1968
 Policy Revised: October 19, 1993
 Policy Revised: November 15, 1999
 Policy Revised: April 25, 2005