Southwest Vermont Regional Technical School District	**Public Complaints about Personnel**	**Policy # 1025C**

It is the policy of the Southwest Vermont Regional Technical School District to see that complaints about school personnel are considered in a timely manner that is fair to all parties. 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. The rights of employees under collective bargaining agreements or individual contracts will be protected. (Teachers Article 8, ESP Article 8, Administrators Article 5).

RESOLVING COMPLAINTS

The complainant shall be encouraged first to bring a signed complaint to the individual concerned. If the problem cannot be resolved with the individual concerned, it should be brought to the attention of the immediate supervisor or administrator. The complaint should be in writing stating the issues and supporting facts. The individual employee involved shall be given a copy of signed complaint, every opportunity for explanation, comment, and presentation of the facts as he/she sees them.

If the issue is not resolved by involvement of the immediate supervisor, the complainant may refer the issue to the Director or his or her review and decision. In the event the Director's review does not lead to a satisfactory resolution, the complainant may submit the issue to the Superintendent for review and decision.

In cases of alleged discrimination, the complainant should follow Anti-discrimination Policy 2200C.

APPEAL TO THE BOARD

If the above steps do not resolve the concern of the complainant, he/she may request a session of the Regional Governing Board for the purpose of reviewing the Superintendent's decision. The individual is to be provided a copy of the complaint signed by the complainant. If the School Board decides to hear the request of the complainant, it shall invite all parties involved including the school and supervisory union administrators to attend 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 and shall render a decision in an open session.

Legal Reference(s):

16 V.S.A. 1752 (Suspension, dismissal)

1 V.S.A. 310 et seq. (Open meetings)

Southwest Vermont Regional Technical School District	Date Warned	Date Adopted	Replaces Policy
	2/16/04	2/15/04	1025