

Concern/Complaint Procedure

The district will develop and implement effective means of resolving concerns voiced by employees, students and the public in order to reduce potential areas of complaints, and to establish and maintain recognized channels of communication.



Concern/Complaint Step 2 Step 3 Step 1 to be expressed. Discuss the File a written File a written matter with the complaint using complaint using the the the form in the form in LCSD school employee LCSD Administrative Rule involved. Administrative KL-AR(1) with the Rule KL-AR(1) Superintendent or with the Superintendent Principal/Site Designee

<u>Step 4</u> File a written

complaint using
the form in
LCSD
Administrative
Rule KL-AR(1)
with the Board
Chair

The Board Chair's decision is final.

Information

- Public Complaint Policy KL
- Public Complaint Administrative Rule KL-AR(1)
- Board Chair Contact Information

Supervisor

• Public Complaint Form KL-AR(1)