



Code: **KL**
Adopted: 8/15/12
Revised/Readopted: 10/22/14; 10/14/15; 1/13/16;
5/25/16; 1/24/18; 7/08/20
Orig. Code: KL

Public Complaints

A parent or guardian of a student attending a school in the district or a person that resides in the district, staff member or a student may petition the district with a complaint. A complainant will be referred through the proper administrative channels for resolution of a complaint before investigation or action by the Board. An exception will be a complaint against the superintendent or one that involves Board actions or Board operations.

The complaint procedure is available at the district's administrative office and on the home page of the district's website.

The Board advises that there is a process available for resolving complaints, including but not limited to, a complaint in one or more of the following areas:

1. Instruction;
2. Discipline;
3. Learning materials;
4. Compliance with State Standards;
5. Restraint and/or seclusion;
6. With a staff member; or
7. Retaliation against a student who in good faith reported information that the student believes is evidence of violation of state or federal law, rule or regulation.

The complainant must follow the complaint procedure as outlined in administrative regulation KL-AR – (1) Public Complaint Procedure.

The district may offer mediation or another alternative dispute resolution process as an option if all parties to the complaint agree in writing to participate in such mediation or resolution.

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear complaints against employees in a session open to the public unless an employee requests an open session.

Complaints against the principal may start at Step 3 and should be filed with the superintendent.

Complaints against the superintendent may start at Step 4 and should be referred to the Board chair on behalf of the Board.

Complaints against the Board as a whole or against an individual Board member may start at Step 4 and should be made to the Board chair on behalf of the Board.

Complaints against the Board chair may start at Step 4 and should be made directly to the district counsel on behalf of the Board.

The superintendent will administer the complaint process, as appropriate.

If any complaint alleges a violation of Oregon Administrative rule (OAR) Charter 581, Division 22 (Division 22 Standards), Oregon Revised Statute (ORS) 339.285 to 339.303 or OAR 581-021-0550 to 581-021-0570 (Restraint and Seclusion) or ORS 659.852 (Retaliation), and the complaint is not resolved through the complaint process, the complainant, if a student, a parent or guardian of a student attending a school in the district or a person who resides in the district, may appeal¹ the district's final decision to the Oregon Department of Education under OARs 581-002-0023(see KL-AR(2) - Appeal to the Deputy Superintendent of Public Instruction).

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.107](#)

[ORS 659.852](#)
[OAR 581-002-0001 - 002-0005](#)

[OAR 581-022-2370](#)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
Connick v. Myers, 461 U.S. 138 (1983).

Cross Reference(s):

IIA - Instructional Resources/Instructional Materials

¹ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).