

Regular Board of Education Meeting

Monday, September 13, 2021 6:00 PM

Gering High School , 1500 U Street, Gering, NE 69341



Agenda

1. **GPS Board of Education Information**

The meeting agenda will be kept current and available for public inspection in the office of the Secretary of the Board of Education at the Central Office during regular working hours.

District Vision: *Gering Public Schools provides a collaborative community, inspiring excellence and innovation in teaching and learning to empower student growth and leadership in school and life.*

District Mission: *Gering Public Schools exists to equip today's learners with the skills necessary to be tomorrow's leaders.*

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2. *The Open Meetings Act requires and the intention of the Board is that agenda items be sufficiently descriptive to give the public reasonable notice of matters to be considered at the meeting. The Board of Education releases its agenda well in advance of most meetings and desires that all interested persons are fully informed. Any interested person who has a question or needs clarification about the sufficiency of a descriptive item should contact the Office of the Superintendent of Schools.*

If anyone in attendance is interested in addressing our Board, you are welcome to do so. We simply request that you complete the appropriate form and turn it in to us now, so that you may be recognized during the 'Patron Comment' section of our meeting. These forms are located by the entry doors of the meeting room.

Agenda items are subject to reordering at discretion of the board president. Board members may request specific agenda item(s) be moved to a different place on the agenda. Please attend the entire meeting to ensure you hear discussion on a particular agenda item.

3. **Opening Procedures**

1. Call to Order

The Board of Education reserves the right to enter into Executive Session for the

protection of the public interest; or the prevention of needless injury to the reputation of an individual, and if the individual has not requested a public meeting.

2. Roll Call
3. Excuse Absent Board Member(s)
4. **Pledge of Allegiance**
5. **Opening Meetings Act**
Pursuant to Section 84-1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act is posted in the Board meeting room on the north wall.
6. **Annual Budget Hearing 2021-2022**
Purpose of Special Hearing is to hear support opposition, criticism, suggestions or observations of taxpayers relating to the proposed budget and to consider amendments relative thereto.
7. **Tax Request Hearing**

Tax Request Hearing

Purpose of Special Hearing

The purpose is to hear support, opposition, criticism, suggestions or observations of taxpayers relating to setting the final tax request at a different amount than the prior year tax request.

8. **Consent Agenda**
At this time, any Board member may request that any item in the consent agenda be removed from the consent agenda and be considered and voted on separately.
 1. Minutes from the previous month's board meeting(s)
The attached minutes are intended to accurately reflect the action of the Board at its previous meetings.
 2. Approval of Claims/Bills
 3. Board Policy Adoption
 - i. First Reading of Board Policies
 1. Section 100 District Organization and Basic Commitments
 - 100.1 Terminology Used in this Manual
 2. 101 Legal Status of the School District
 3. 102 Educational Philosophy of the District
 4. 103 Equal Educational Opportunity

5. 104 Educational and Operational Planning
 6. 104.1 Annual School Census
 7. 105.00 Return to School Committee
 8. 411.1 Substitute Teacher's Rate of Pay
 - ii. Second Reading of Board Policies
4. Personnel Items
 - i. Approval of Certified Staff Contract(s)
 - ii. Certified Staff Resignation
9. **Patron Comments**
10. **Reports and Discussions**
 1. Curriculum/Personnel Committee Report
 2. Business/Facilities Committee Report
 - i. Trial Balance Summary
 - ii. Fund Balances
 - iii. Schedule of Investments
 - iv. Financial Statements
 3. Superintendent's Report
11. **Action Items**
 1. Consider and take action upon the cancellation of a certificated employee's contract.
 2. Discuss, consider and take action regarding the retirement of Rick Kinnaman, Vocational Teacher at GHS effective December 17, 2021.
12. **Executive Session**

The Gering Public Schools Board of Education is authorized by state statute to hold closed sessions. Closed sessions may be held when clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual.

Reasons that meet this standard include but are not limited to: (a) strategy sessions with respect to collective bargaining, real estate matters, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body, (b) regarding allegations of criminal misconduct; (d) evaluation of the job performance of a person not requested a public meeting; and (e) legal advice.

13. **Board Comments**

14. **Announcements of Upcoming Events for the Board**

15. **Adjourn**



Gering Public Schools

Learners today. Leaders tomorrow.

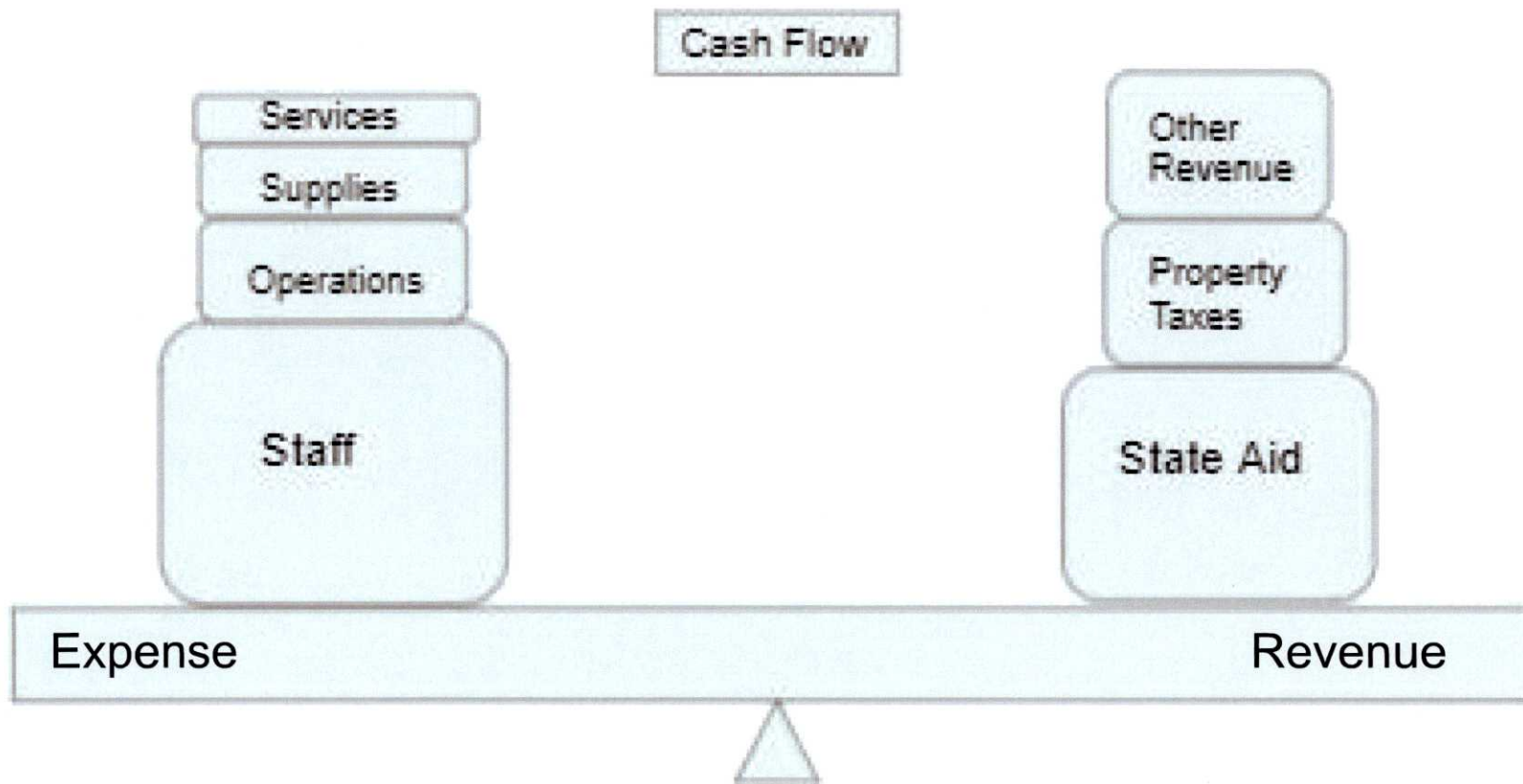
Annual Budget Hearing

September 13, 2021

2021-22 Budget Guiding Philosophies

- Ensure that general fund additions correspond to equivalent reductions
- Recognize that COVID-19 will likely bring additional costs that are unable to be completely anticipated depending on the progress or decline of the virus and associated compliance requirements
- Be cautious in any hiring and consider potential freezing of new hiring at mid-year or sooner, proceed with a cautious hiring freeze to stabilize staffing as it relates to student enrollment. Continue to determine a budget reduction plan with regard to attrition and department reductions
- Avoid significant “permanent” expenses to address a “temporary” need
- Aggressively solicit alternative funding and grants, but remain focused on current initiatives
- Maintain our conservative approach this year due to uncertainty surrounding future state and federal funding sources
- Maintain current priorities and plans as much as possible
- Continue to prioritize facility repairs/renovations as needed.

Two Budgets Built Together in Balance

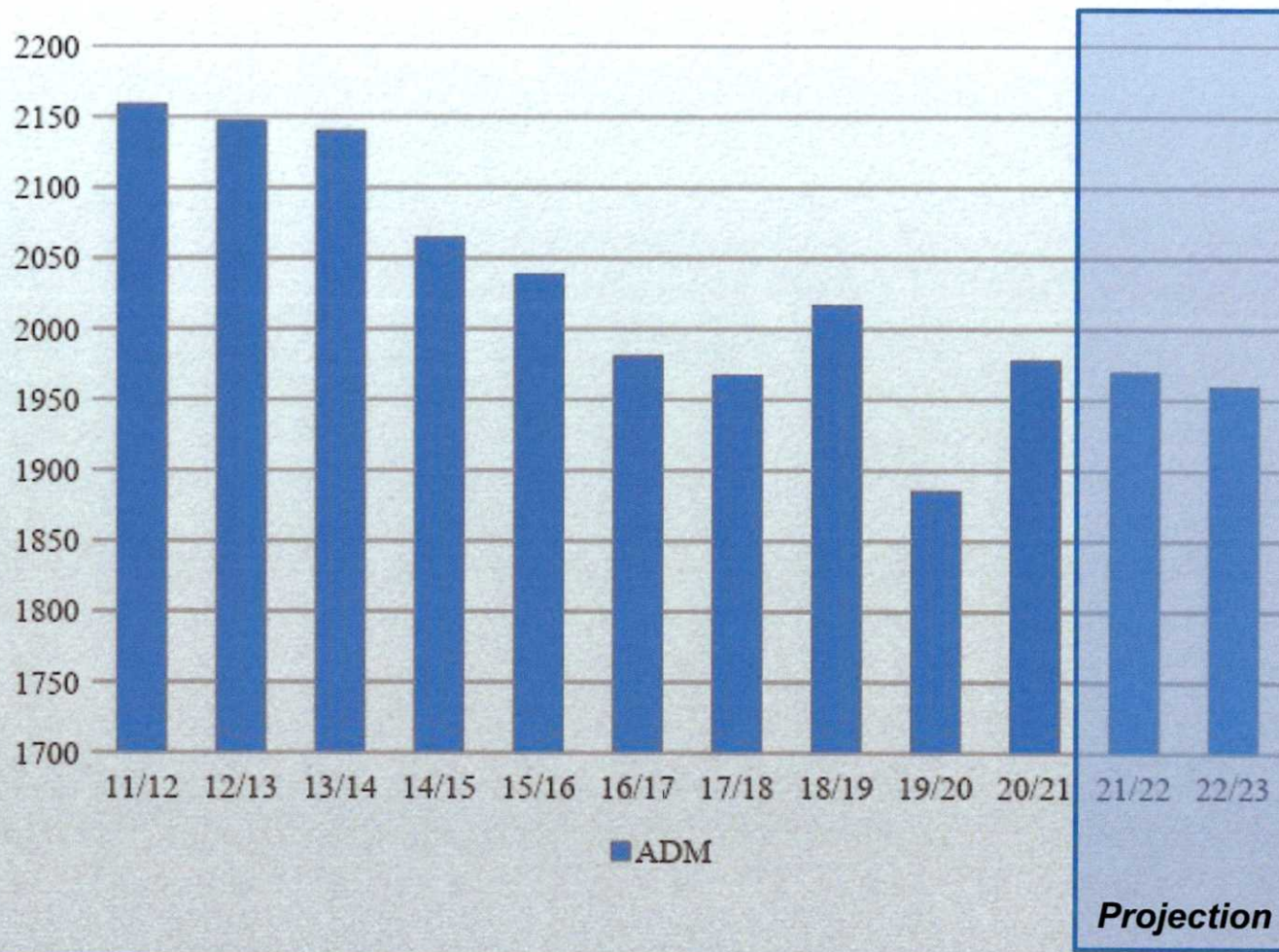


Uncertainty

- Pandemic Impact
- Legislative Proposals
- Property Valuation Projections
- Revenue Forecast
- Economic Recovery
- Student Enrollment



Gering Public Schools Enrollment (Average Daily Membership)



2021-22 Budget at a Glance

- There will be no increase in property tax levy
 - A reduction in the bond fund levy to allocate some of the levy to the QCPUF fund – resulting in an over all change of zero to the taxpayer
 - Significant components of the 2021-22 Budget increase:
 - \$3.3M Elementary and Secondary School Emergency Relief Fund (ESSER Grant component of CARES Act)
 - Increase to starting salary from \$36,500 to \$37,150 (1.78%) for newly hired teachers to attract and retain quality staff
 - Negotiated increase for experienced staff and 3 steps added to MA+45 and DE columns (steps 15-17, previously maxed at 14)
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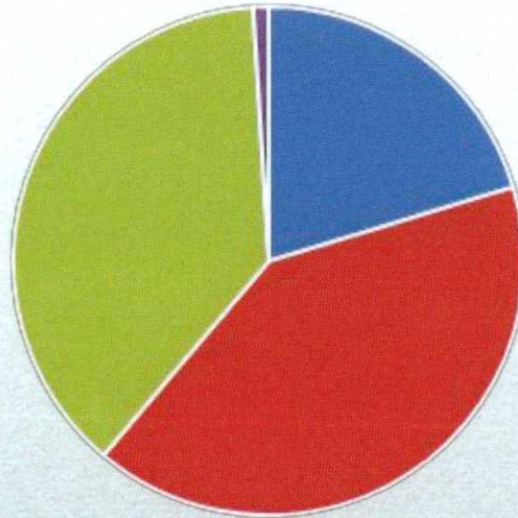
Gering Public Schools General Operating Budget

Year	Budget	% Change
2013/14	\$21,007,000	
2014/15	\$21,022,500	0.07%
2015/16	\$20,334,000	-3.28%
2016/17	\$20,595,000	1.28%
2017/18	\$20,785,000	0.92%
2018/19	\$21,419,343	3.05%
2019/20	\$21,605,000	0.87%
2020/21	\$22,092,000	2.25%
A	\$22,592,000	4.57%
2021/22	\$27,623,580*	20.72%



*ESSRS Funds: ESSRS 1: \$327,839 – ESSRS 2: \$1,239,960 – ESSRS 3: \$2,784,773

Gering Public Schools



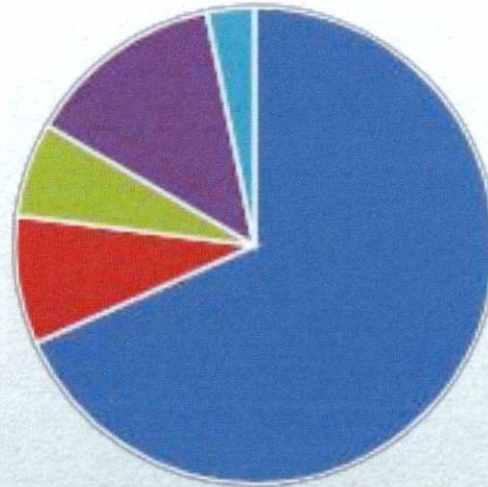
■ Federal ■ State ■ Local ■ Other

Where the Money Comes From

• <i>Federal</i>	<i>\$4,872,752</i>	<i>19.53%</i>
• <i>Local</i>	<i>\$10,037,600</i>	<i>40.23%</i>
• <i>State</i>	<i>\$9,807,811</i>	<i>39.31%</i>
• <i>Other</i>	<i>\$230,000</i>	<i>0.92%</i>

Gering Public Schools

- Wages and Benefits
- Prof Svcs
- Supplies
- Capital
- Other



Where the Money Goes

- *Wages and Benefits* \$18,627,855 68.3 %
- *Professional Services* \$2,372,801 8.7%
(transportation, utilities, legal, professional development, etc.)
- *Supplies* \$1,745,509 6.4%
(school based instructional materials)
- *Capital* \$3,654,659 13.4%
(Chromebook initiative, textbook adoptions, facility maintenance)
- *Other* (emergency carryover fund) \$872,756 3.2%

Gering Public Schools Non-Operating Funds

Fund	2020-21	2021-22	Change
2-Depreciation	\$437,073	\$506,856	\$69,763
3-Emp Bene	\$111,485	\$136,500	\$25,015
5-Activities	\$600,000	\$600,000	\$0
6-Cafeteria	\$964,511	\$996,913	\$32,402
7-Bond	\$3,125,263	\$2,891,365	\$233,898
8-Building	\$540,772	\$669,164	\$128,392
9-QCPUF	\$110,000	244,084	\$134,084
10-Student Fees	\$21,785	\$32,593	\$808

Gering Public Schools Adopted Budget

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Gering Public Schools (79-0016) in Scotts Bluff County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 13 day of September, 2021 at 6:00 o'clock, P.M., at Gering City Council Chambers for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget and to consider amendments relative thereto. The budget detail is available at the office of the Clerk/Secretary during regular business hours. For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: <https://nep.education.ne.gov>

FUNDS	Actual Disbursements & Transfers	Actual/Estimated Disbursements & Transfers	Budgeted Disbursements & Transfers	Necessary Cash Reserve (4)	Total Available Resources Before Property Taxes (5)	Total Personal and Real Property Tax Requirement (7)
	2019-2020 (1)	2020-2021 (2)	2021-2022 (3)			
General	\$ 21,141,704.00	\$ 22,451,400.00	\$ 27,623,580.00	\$ 650,000.00	\$ 19,712,980.00	\$ 8,647,071.00
Depreciation	\$ 123,540.00	\$ 300,000.00	\$ 506,856.00		\$ 506,856.00	
Employee Benefit	\$ -	\$ 3,000.00	\$ 136,500.00	\$ -	\$ 136,500.00	
Contingency	\$ -	\$ -	\$ -		\$ -	
Activities	\$ 440,559.00	\$ 340,000.00	\$ 600,000.00	\$ 1,911.00	\$ 601,911.00	
School Nutrition	\$ 807,566.00	\$ 938,240.00	\$ 996,913.00	\$ -	\$ 996,913.00	
Bond	\$ 27,754,697.00	\$ 1,720,900.00	\$ 2,891,365.00	\$ 1,024,623.00	\$ 2,122,140.00	\$ 1,811,968.00
Special Building	\$ 3,343,467.00	\$ 731,800.00	\$ 669,164.00		\$ 669,164.00	\$ -
Qualified Capital Purpose Undertaking	\$ 149,824.00	\$ 109,934.00	\$ 244,084.00	\$ 109,782.00	\$ 110,066.00	\$ 246,263.00
Cooperative	\$ 3,106.00	\$ -	\$ -	\$ -	\$ -	
Student Fee	\$ 2,570.00	\$ 2,600.00	\$ 32,593.00	\$ -	\$ 32,593.00	
	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTALS	\$ 53,767,033.00	\$ 26,597,874.00	\$ 33,701,055.00	\$ 1,786,316.00	\$ 24,889,123.00	\$ 10,705,302.00
				Bond Purposes	Non-Bond Purposes	Total
Breakdown of Property Tax				\$ 2,144,783.00	\$ 8,560,519.00	\$ 10,705,302.00





Gering Public Schools

Learners today. Leaders tomorrow.

ANY
QUESTIONS
?



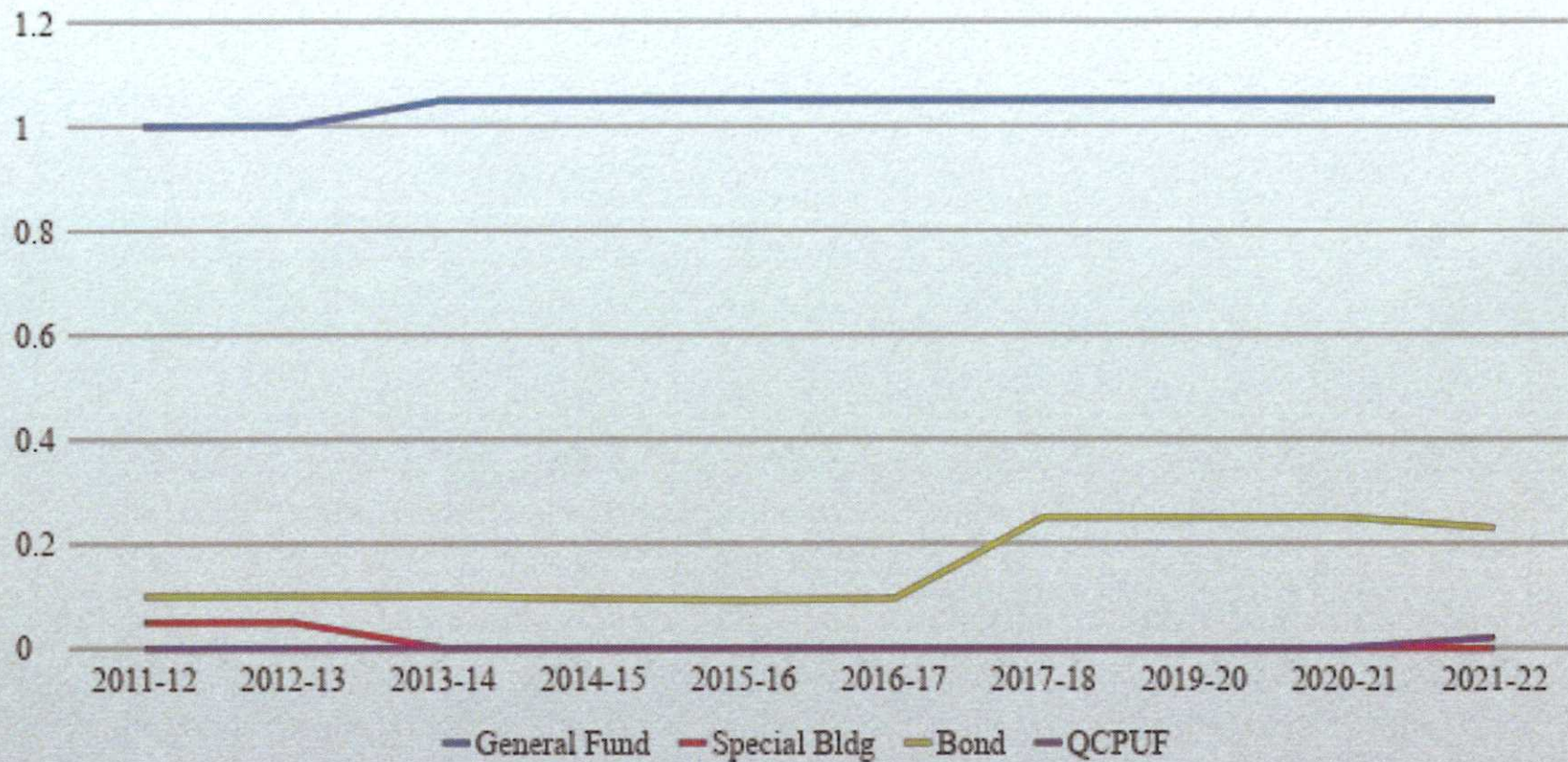
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Tax Request Hearing

September 13, 2021

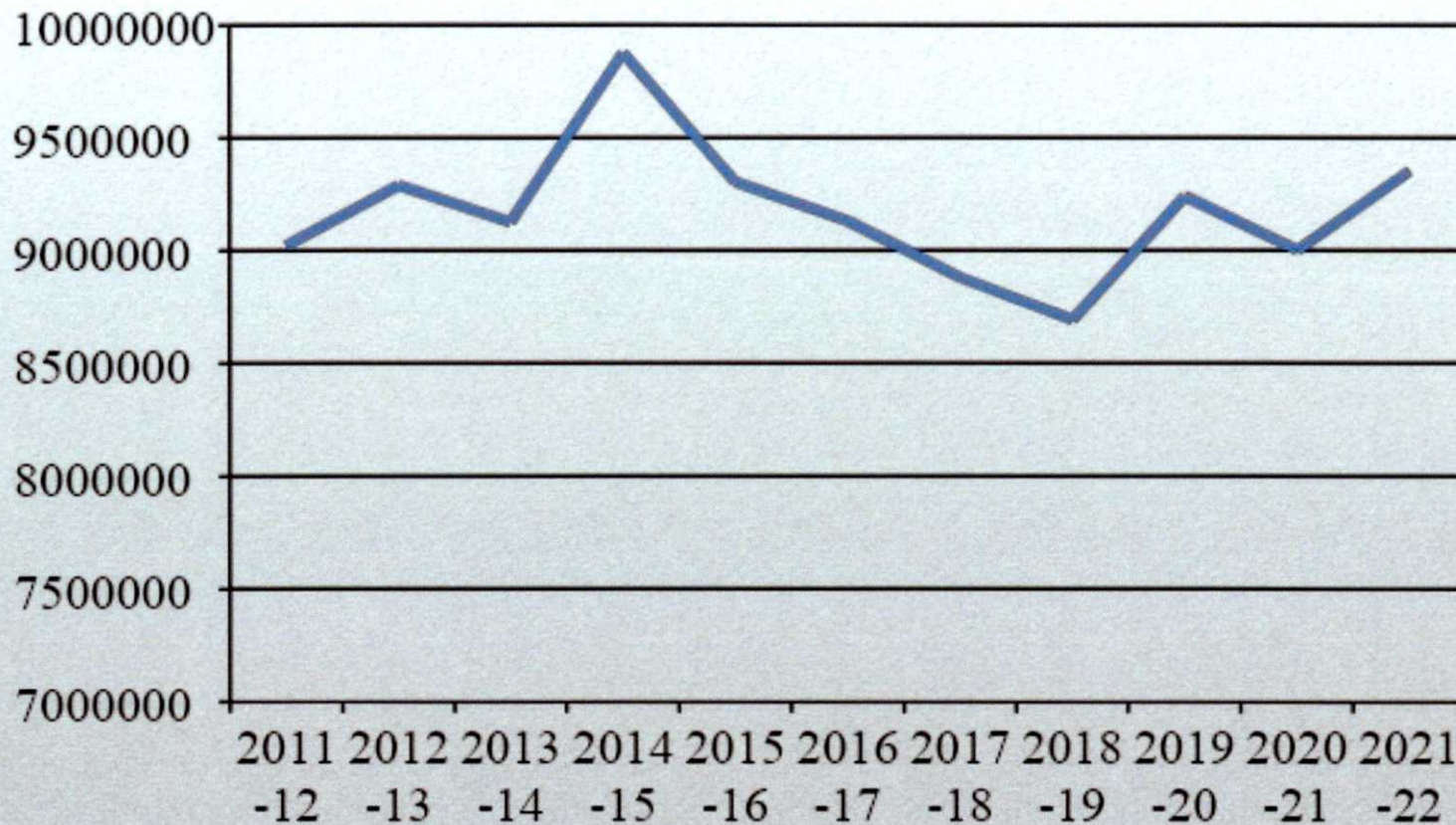
Gering Public Schools Tax Levy History per Fund



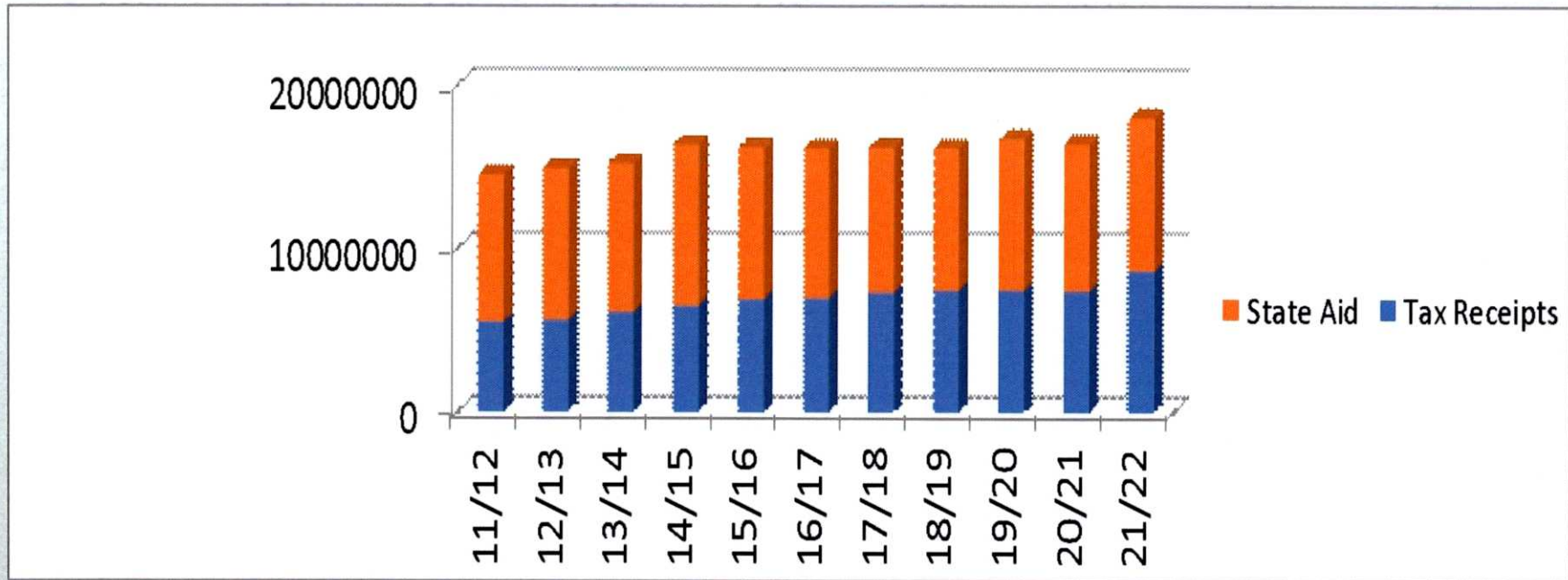
Valuation History

Year	Scotts Bluff County	% Increase
2011/12	591,080,884	2.50
2012/13	618,188,045	4.60
2013/14	635,741,336	2.80
2014/15	674,154,479	6.00
2015/16	719,629,980	6.70
2016/17	738,474,003	2.60
2017/18	759,888,399	2.90
2018/19	778,839,441	2.50
2019/20	783,596,479	0.61
2020/21	789,995,729	0.82
2021/22	823,539,595	4.25

Gering Public Schools State Aid



Gering Public Schools



Gering Public Schools Tax Request - Levy

Fund	2020/2021	2021/2022	Difference
General Fund	1.0499	1.0499	0.0000
Special Building	0.0000	0.0000	0.0000
Bond	0.2499	0.2200	-0.0299
QCPUF	0.0000	0.0299	0.0299
Total	1.2998	1.2998	0.0000

Note: Statute limits the amount of combined Special Building and General Fund levy to 1.05. Gering's estimated levy is fully utilized at 1.0500000.

QCPUF limitations are 0.03.



Gering Public Schools Tax Request - Dollars

Fund	2020/2021	2021/2022	Difference
General Fund	8,227,763	8,647,071	369,308
Special Building	0	0	0
Bond	1,958,914	1,811,968	146,946
QCPUF	0	245,263	245,263
Total	10,186,677	10,705,302	518,625

Gering Public Schools Tax Fact Summary

- Tax Levy / \$100 assessed value - \$1.2999
 - General Fund – 1.0499
 - Bond Fund – 0.2200
 - QCPUF Fund – 0.0299
- Taxes / \$100,000 home - \$1,299
- District assessed valuation - \$823,539,595



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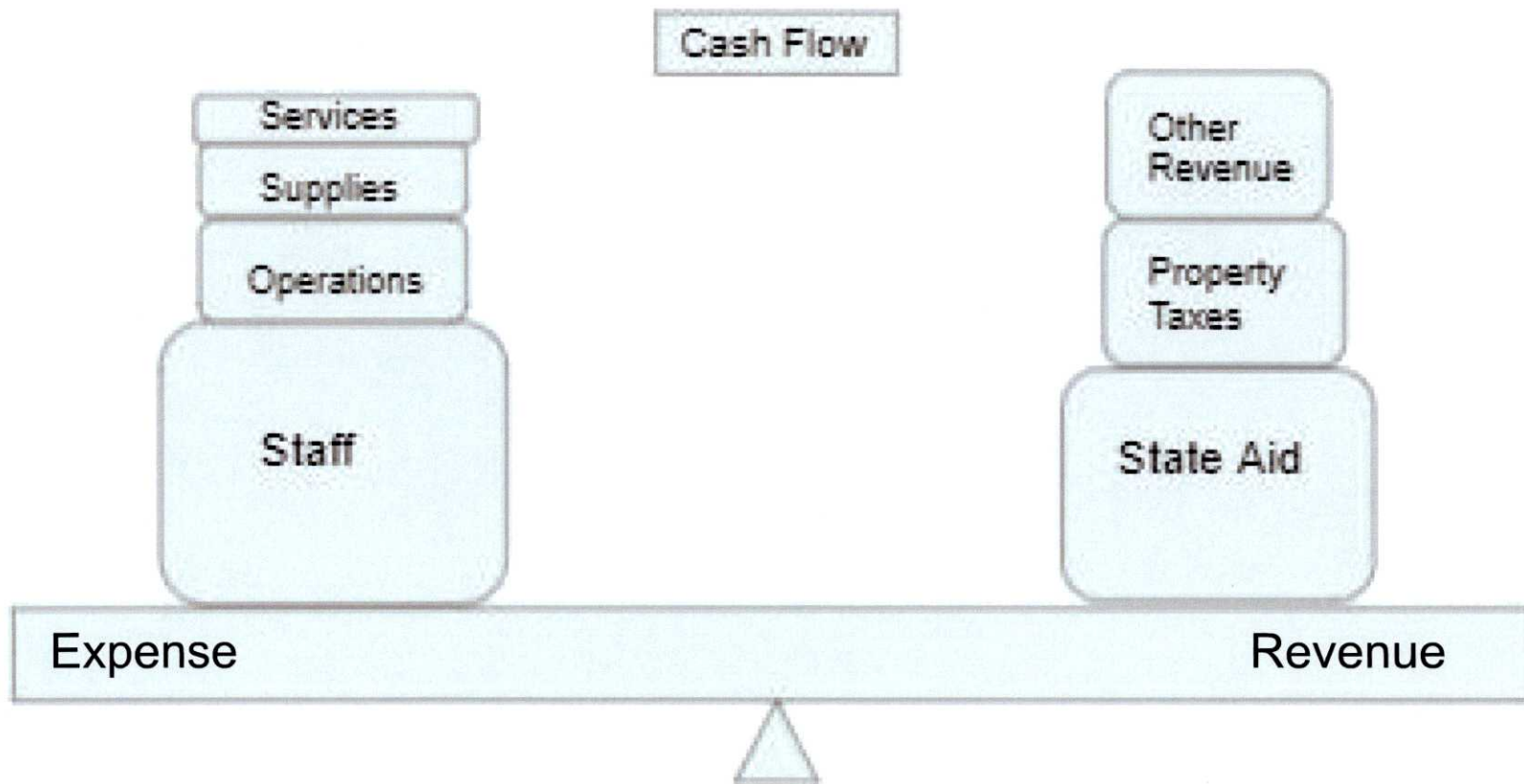
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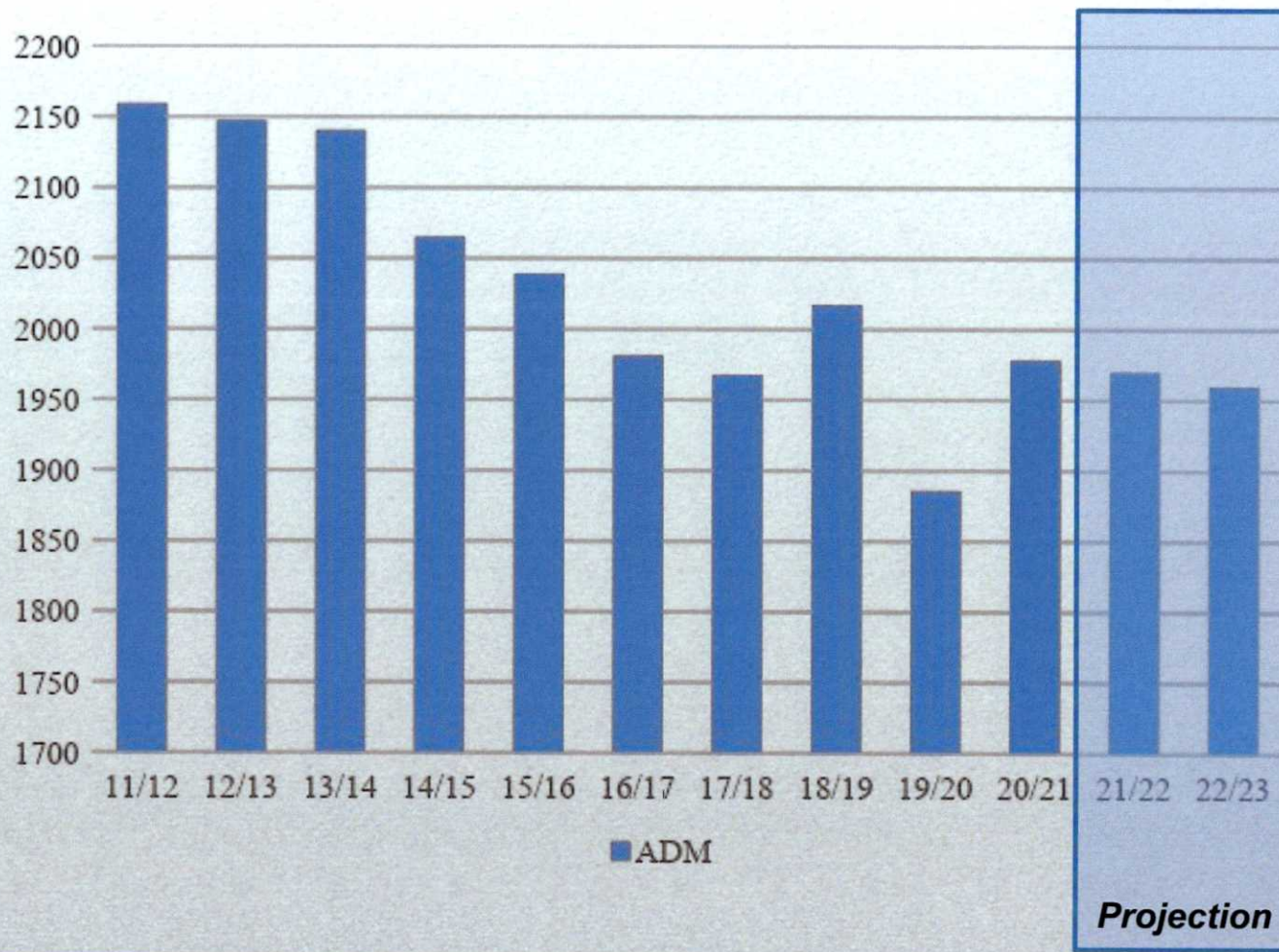


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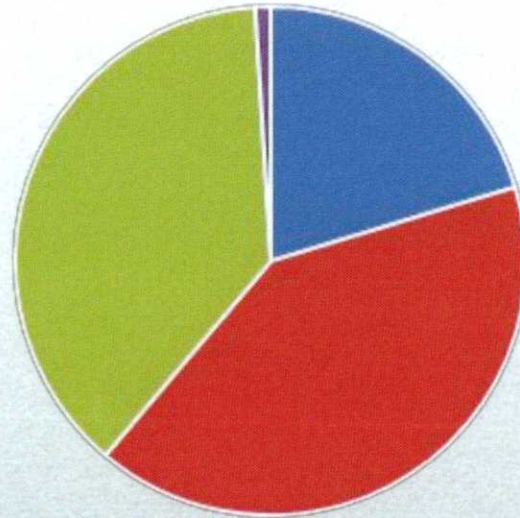
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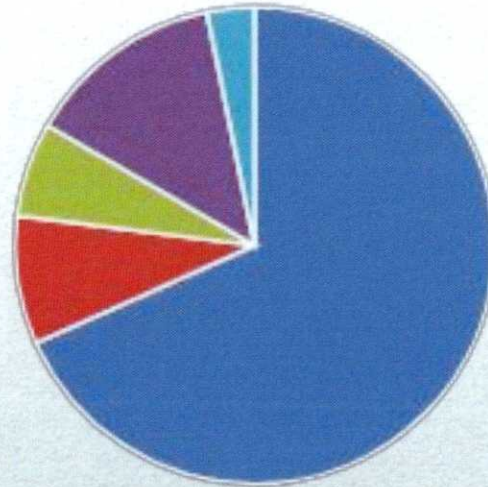
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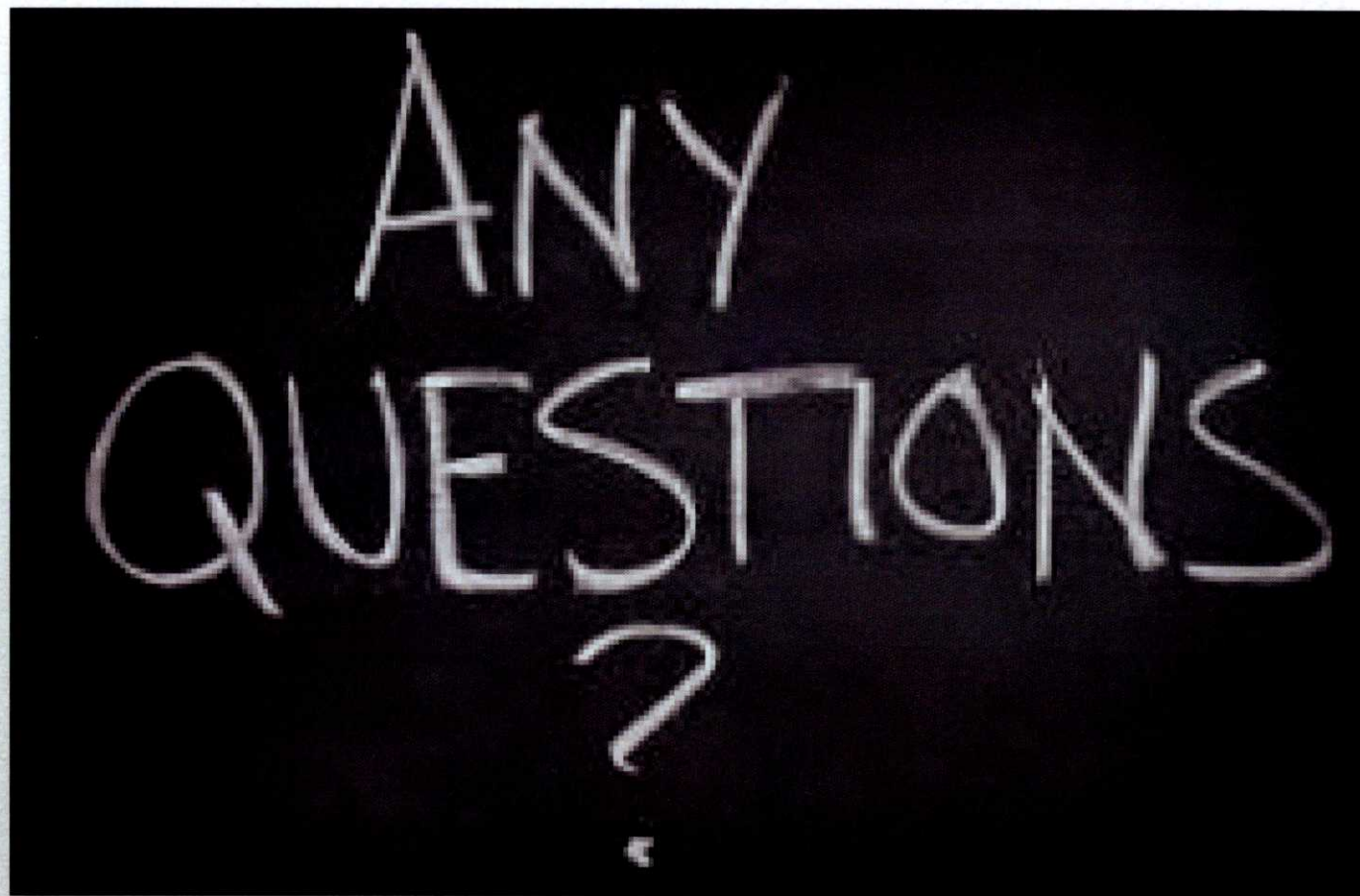
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Gering Public Schools

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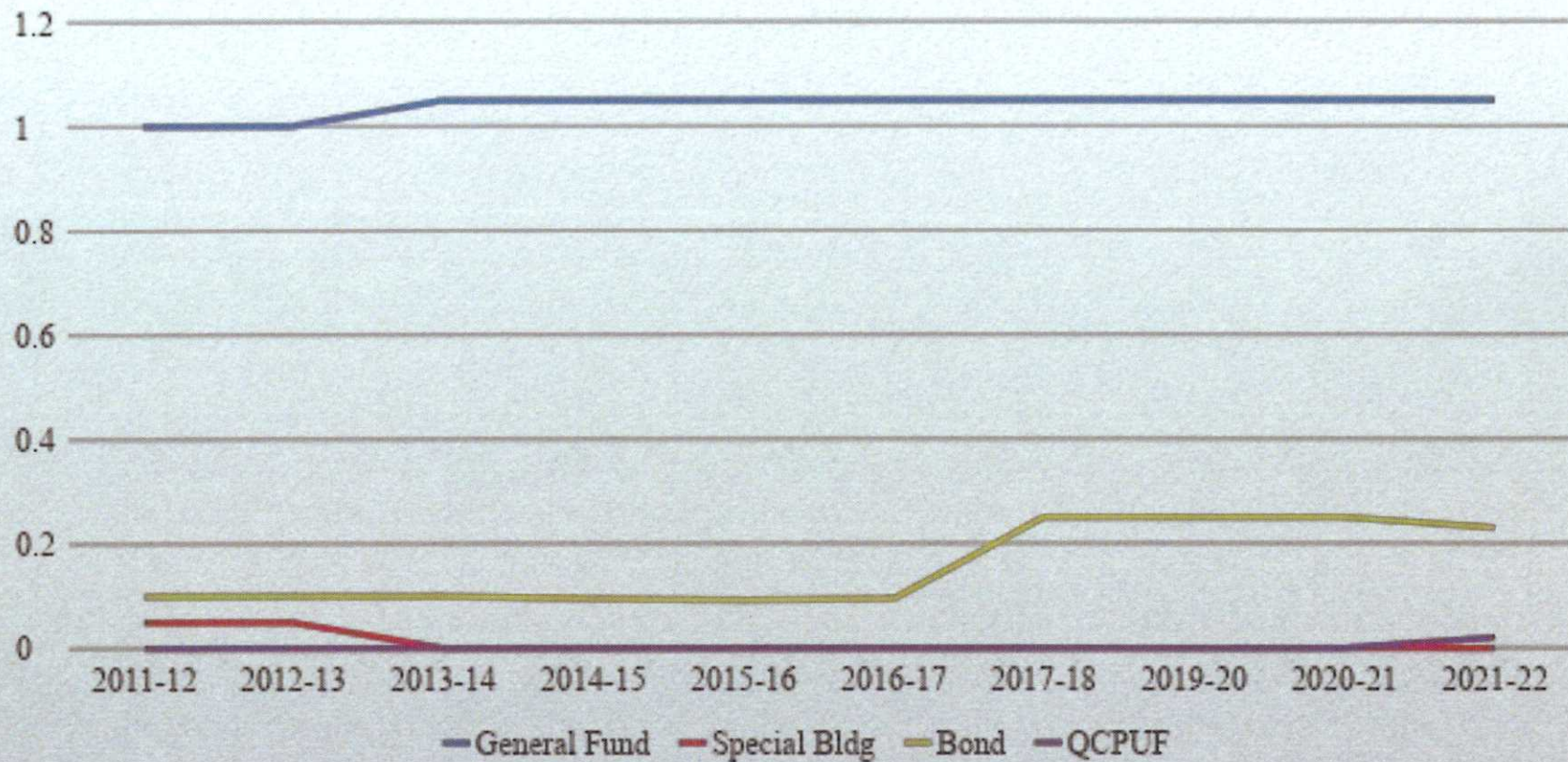
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Tax Request Hearing

September 13, 2021

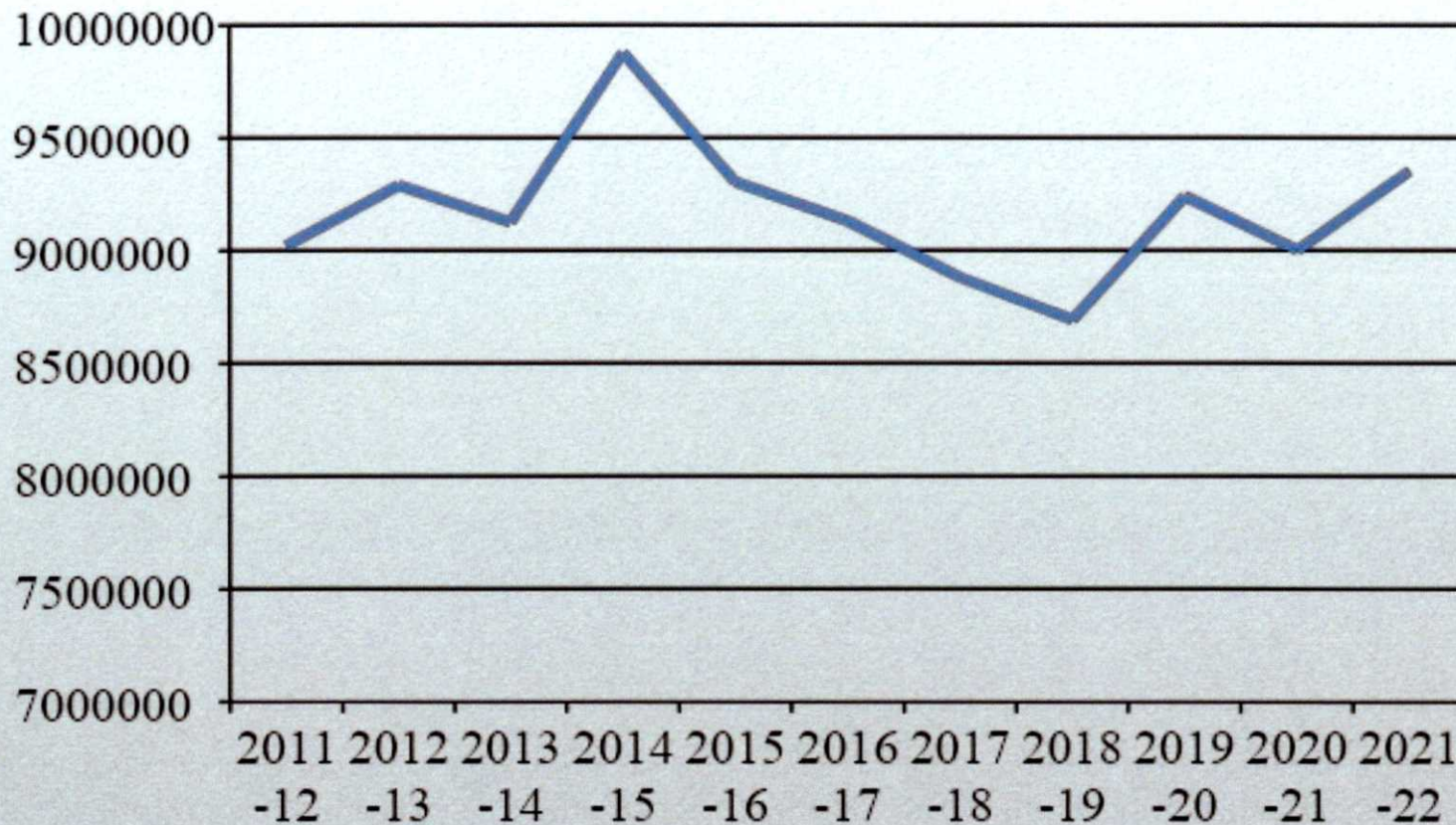
Gering Public Schools Tax Levy History per Fund



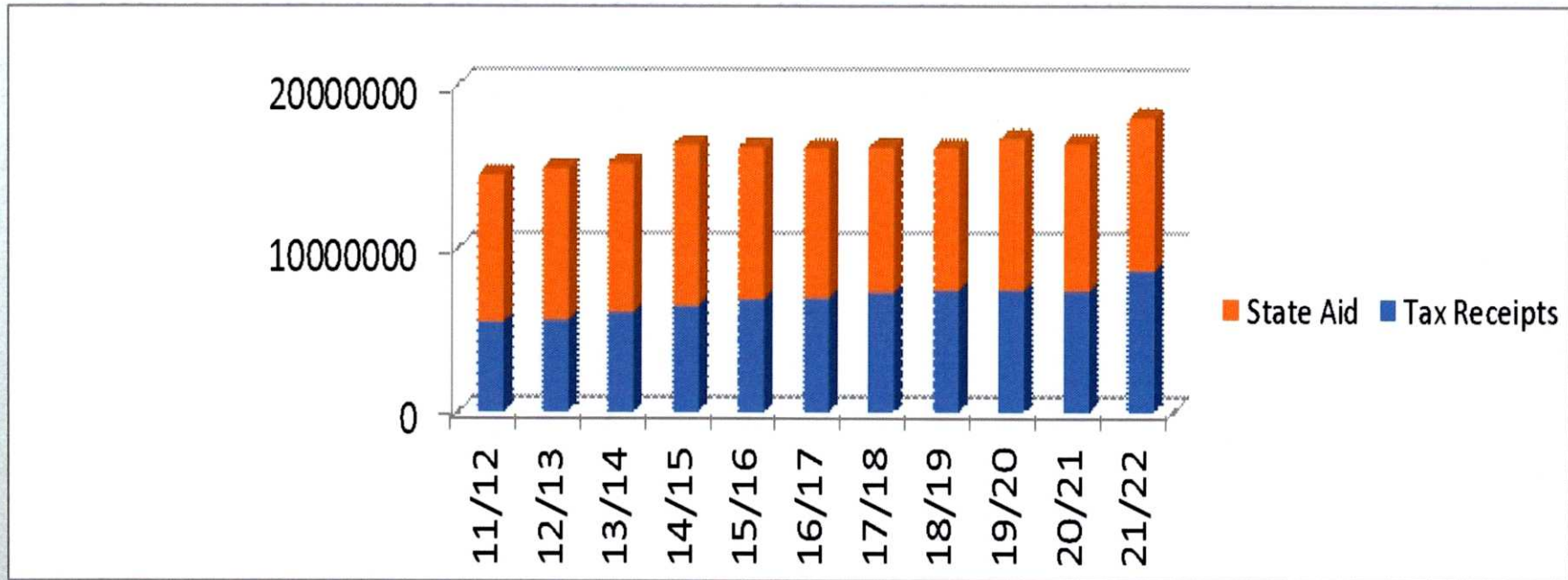
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Gering Public Schools State Aid



Gering Public Schools



Gering Public Schools Tax Request - Levy

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QCPUF	0.0000	0.0299	0.0299
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Note: Statute limits the amount of combined Special Building and General Fund levy to 1.05. Gering's estimated levy is fully utilized at 1.0500000.

QCPUF limitations are 0.03.



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- Taxes / \$100,000 home - \$1,299
- District assessed valuation - \$823,539,595



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Regular Board of Education Meeting

Monday, August 16, 2021 6:00 PM

City of Gering Council Chambers, 1025 P Street , Gering,
NE 69341



Minutes

1. GPS Board of Education Information

A motion to Excuse was presented by B.J. Peters, seconded by Mary Winn. After voting, motion Passed.

Brian Copsey: Yea
Brent Holliday: Yea
B.J. Peters: Yea
Brady Shaul: Yea
Mary Winn: Yea

2. Opening Procedures

2.1. Call to Order

2.2. Roll Call

A motion to approve absence of Josh Lacey was presented by B.J. Peters, seconded by Mary Winn. After voting, motion Passed.

Brian Copsey: Yea
Brent Holliday: Yea
B.J. Peters: Yea
Brady Shaul: Yea
Mary Winn: Yea

2.3. Excuse Absent Board Member(s)

Absent: Josh Lacy, **Present:** Brian Copsey, Brent Holliday, B.J. Peters, Brady Shaul, Mary Winn.

3. Pledge of Allegiance

4. Opening Meetings Act

5. Consent Agenda

A motion to Approval of the Consent Agenda was presented by Mary Winn, seconded by Brian Copsey. After voting, motion Passed.

Brian Copsey: Yea
Brent Holliday: Yea
B.J. Peters: Yea
Brady Shaul: Yea

Mary Winn: Yea

5.1. Minutes from the previous month's board meeting(s) July 19,2021

5.2. Approval of Claims/Bills

5.3. Personnel Items

5.3.i. Approval of Certified Staff Contract(s)

6. Patron Comments

7. Reports and Discussions

7.1. Curriculum/Personnel Committee Report

Board Member Mary Winn reported that the majority of the curriculum time was reviewing the budget and in particular the corrections that need to be made. Kory the curriculum director shared about the progress of the training for PLC.

7.2. Business/Facilities Committee Report

Vice President Brian Copsey reported on the progress of the repairs taking place at the Jr. High building. Curt Hanson shared the progress with the committee about the HVAC system, gym floor and roofing projects. Overall, all projects are successfully moving forward, keeping in mind cost and effectiveness.

Also, the repair of the tennis courts for the High School continues to move forward. The Gering City Council will be voting on the approval of funds for the project. Once the vote and approval is secured, the next steps of the improvement will begin.

Doll Land and Property have partnered with Gering High School for the Construction House Project along with the Gering School Foundation for this year's building project. The foundation will be the recipient of the proceeds, which previously went to an outside source.

Board Member Brady Shaul also reiterated the progress of repairs of the facilities, the gym floor has been filled with cement to allow for the installation of new flooring. The board members expressed gratitude for having ESSER fund money to help facilitate these large improvements. Also discussed was the working relationship with Nebraska Department of Education for the upcoming budget agreement.

7.2.i. Trial Balance Summary

7.2.ii. Fund Balances

7.2.iii. Schedule of Investments

7.2.iv. Financial Statements

7.3. Superintendent's Report

Superintendent Regan gave an update about the working retreat for the Board of Education on July 23-24 and an all-school leadership retreat on July 26-27. The purpose of the retreats, was to define goals and priorities for the 2021-22 school year and to continually uphold the commitment to academics, budget and facilities to best serve our students. Ironically, the first day of school was Friday the 13th, however, the enthusiasm of kids, teachers and staff which has been displayed in the Star Herald and our website could only offer a year of hope and promise.

Recently we had an orientation with our high school students participating in dual enrollment courses at WNCC. A lot of collaboration with Miley Olsen and Mario Chaves, to be sure this partnership pathway had strong successful start was evident. The interim dean, Dr. John Marrin was so complimentary in serving Gering high school students. We are certainly trendsetting opportunities in Gering Public Schools.

On the other side of education : Early Childhood, 115 young 4-year-olds turned out to embark on

their Bulldog journey.

Lastly, our Safe School Roadmap is posted on the website. We are all taking precautions to keep our students safe and healthy in our schools and events. A special recognition to Tiffany Leetch and her nursing team handling the new processes and the roll-out of our safety plan.

7.4. Announcements of Upcoming Events for the Board

Future Board Meetings

Second Special Meeting - Tues, Aug 24 @ 12:00 p.m. (Central Office)

Regular Board Meeting - Mon, Sept. 13 @ 6:00 p.m. (Freshman Commons @ the High School)

Second Special Meeting - Tues, Sept 28 @ 12:00 p.m. (Central Office)

Tentative Committee Meeting Dates:

Personnel/Curriculum Committee -- Tues, August 31 @ 7:00 a.m. (Central Office)

Business/Facilities Committee -- Thurs, Sept. 2 @ 4:30 p.m. (Central Office)

Policy Review Committee -- Thurs, Sept. 9 @ 4:30 p.m. (Central Office)

8. Action Items

8.1. Discuss, consider and take action regarding approval of a bid presented by Twin City Roofing in the amount of \$269,800 to perform all work on Geil Elementary School EPDM Retrofit (estimated 29,800 sq ft).

A motion to approve was presented by Brian Copsey, seconded by Brady Shaul. After voting, motion Passed.

Brent Holliday: **Nay**

Brian Copsey: **Yea**

B.J. Peters: **Yea**

Brady Shaul: **Yea**

Mary Winn: **Yea**

8.2. Discuss, consider and take action regarding the approval of a one-year contract with Bytes Managed IT providing Managed Network Services to the district at a rate not to exceed \$6,200/month.

A motion to approve was presented by Brian Copsey, seconded by Brady Shaul. After voting, motion Passed.

Brent Holliday: **Abstain (With Conflict)**

Brian Copsey: **Yea**

B.J. Peters: **Yea**

Brady Shaul: **Yea**

Mary Winn: **Yea**

8.3. Discuss, consider and take action regarding acceptance of the recommendation of maintain the current pricing for adult meals in accordance with thresholds set forth and published by NDE Nutrition Services on/around August 4, 2021.

A motion to approve was presented by Mary Winn, seconded by Brian Copsey. After voting, motion Passed.

Brian Copsey: Yea

Brent Holliday: Yea

B.J. Peters: Yea

Brady Shaul: Yea

Mary Winn: Yea

8.4. Discuss, consider and take action authorizing the Superintendents to obtain a line of credit with Platte Valley Bank for Expenditures related to the 2021-22 GHS construction project located at 2545 South Ridge Court (Gering) in an amount not to exceed \$215,000.

A motion to approve was presented by B.J. Peters, seconded by Brian Copsey. After voting, motion Passed.

Brian Copsey: Yea

Brent Holliday: Yea

B.J. Peters: Yea

Brady Shaul: Yea

Mary Winn: Yea

8.5.

Discuss, consider and take action regarding the approval of a payroll overpayment reimbursement agreement.

A motion to approve was presented by Brian Copsey, seconded by Brady Shaul. After voting, motion Passed.

Brian Copsey: Yea

Brent Holliday: Yea

B.J. Peters: Yea

Brady Shaul: Yea

Mary Winn: Yea

9. Board Comments

In closing, Vice President Copsey enthusiastically shared how pleasing it is to see kids back at school, the high school parking lot being filled with cars and the overall excitement of students. He also reiterated the benefit the board members received at the retreat, which included discussing priorities for the district, personal strengths and how to utilize them within the organization for service. Board Member Brady Shaul expressed appreciation for Dr. Regan and the excitement she has brought to the district and also appreciative for the improvements and repairs taking place at the facilities. Lastly, Mary Winn shared about the New Staff Members Luncheon she participated in last month. She expressed how contagious the staffs' enthusiasm was, and how it brought back fond memories of when she began her first teaching job. Also appreciated, is the diversity of staff we have teaching this year.

10. Adjourn

**GERING PUBLIC SCHOOLS
GERING, NE**

POLICY ADOPTION

The board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two regular board meetings. The proposed policy changes shall be distributed and public comment will be allowed at each meeting prior to final board action. This notice procedure shall be required except for emergency situations. If the board adopts a policy in an emergency situation, a statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The board shall have complete discretion to determine what constitutes an emergency situation.

The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the board at the next regular meeting after the meeting allowing public discussion. The policy will be effective on the later of the date of passage or the date stated in the motion.

In the case of an emergency, a new or changed policy may be adopted by a majority vote of a quorum of the board. The emergency policy shall expire at the close of the third regular meeting following the emergency action, unless the policy adoption procedure stated above is followed and the policy is reaffirmed.

Legal Reference: Neb. Statute 79-520 (Class III)
 79-521 (Class IV)
 79-522 (Class V)
 79-523 (Class VI)
 79-526
 84-712 et seq.
NDE Rule 10.004.01A1

Cross Reference: 201.1 Board Powers and Responsibilities

| Approved 1/20/03

Reviewed ~~8/17/09~~2/23/15

Revised 9/14/09

POLICY 204.12
GERING PUBLIC SCHOOLS
GERING, NE

PUBLIC PARTICIPATION IN BOARD MEETINGS

The board recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted efficiently and in an organized manner, the board shall set time aside for citizen participation, either at a specific time during the meeting or during the discussion of agenda items. The board has the discretion to limit the amount of time set aside for public participation.

If the pressure of business or other circumstances dictate, the board president may decide to eliminate this practice at a particular meeting. The board president will recognize these individuals to make their comments at the appropriate time. The orderly process of the board meeting shall not be interfered with or disrupted. Only those speakers recognized by the board president shall be allowed to speak. Comments by others are out of order. If disruptive, the individual making the comments or another individual causing disruption may be asked to leave the board meeting.

Citizens wishing to address the board on a certain agenda item must notify the superintendent prior to the board meeting. Citizens wishing to present petitions to the board may do so at this time. However, the board will only receive the petitions and not act upon them or their contents.

Subjects for comment should involve areas within the board's proper responsibility. Discussion on unrelated matters is to be discouraged.

Individuals who have a complaint about employees may bring their complaint to the board only after they have followed board policy addressing citizens' complaints. Students who have a complaint may only bring their complaint to the board after they have followed board policy addressing students' complaints.

Any written or printed materials to be circulated for a meeting of the school board must be submitted to the superintendent by the Wednesday preceding a Monday night meeting. This material will be transmitted to the members of the board for their consideration.

Legal Reference: Nebraska Statute 84-1408 to 1414

Cross Reference: 201.7 School Board Liability
204.3 Public Hearings
204.10 Agenda
403.5 Public Complaints about Employees

Approved 1/20/03 Reviewed 2/23/15 Revised 9/14/09

**GERING PUBLIC SCHOOLS
GERING, NE**

PUBLIC COMPLAINTS ABOUT EMPLOYEES

The board recognizes situations may arise in the operation of the school district which are of concern to parents and other members of the school district community. While constructive criticism is welcomed, the board desires to support its employees and their actions to free them from unnecessary, spiteful, or negative criticism and complaints that do not offer advice for improvement or change.

While speakers may, during public meetings, offer objective criticism of school operations and programs, the board will not hear personal complaints concerning district personnel nor against any person connected with the school system unless that complaint is an agenda item having followed the process described below. To do so could expose the board to a charge of being party to slander and would prejudice any necessity to act as the final review of administrative recommendations regarding the matter. The board president will direct the patron to the appropriate means for board consideration and disposition of legitimate complaints involving individuals.

The board firmly believes concerns should be resolved at the lowest organizational level by those individuals closest to the concern. Whenever a complaint or concern is brought to the attention of the board it will be referred to the administration to be resolved. Prior to any board consideration however, the following should be completed:

1. Matters concerning an individual student, teacher, or other employee should first be addressed to the teacher or employee.
2. Unsettled matters from (1) above or problems and questions about individual attendance centers should be addressed to the employee's building principal for certificated employees and support staff. At this level, if requested by the administrator, the complainant shall put the complaint in writing.
3. Unsettled matters regarding certificated employees from (2) above or problems and questions concerning the school district should be directed to the superintendent.
4. If a matter cannot be settled satisfactorily by the superintendent, it may then be brought to the board in writing. The board will follow policy 1005.01 in handling public complaints.

Cross Reference: 204.10 Agenda
 204.12 Public Participation at Board Meetings
 1005.01 Public Complaints

Approved 03/15/10