File: KEB

## PUBLIC COMPLAINTS ABOUT SCHOOL PERSONNEL

Complaints about school personnel will be investigated fully and fairly. However, before any such complaint is investigated, the complaint should be submitted in writing.

Whenever a complaint is made directly to the School Committee as a whole or to a School Committee member as an individual, it will be referred to the Superintendent who, as appropriate, will refer it to the respective building administrator or supervisor for study and possible solution.

The Superintendent will develop procedures that assure prompt and fair attention to complaints against school personnel. The procedures will require that an employee who is the object of a complaint be informed promptly and be afforded the opportunity to present the facts as he/she sees them.

The administration, the person who made the complaint, or the employee involved may request an executive session of the School Committee for a formal hearing and decision when the matter falls within the School Committee's statutory authority. Statutory restrictions on executive sessions will be observed.

LEGAL REF.: M.G.L. 76:5

603 CMR 26.00

CROSS REF.: BEC, Executive Sessions

Adopted By The

Hadley School Committee: July 21, 2014