

**STUDENT/PATRON GRIEVANCE PROCEDURE POLICY**

A grievance procedure policy should increase communication between anyone feeling aggrieved and school personnel. The school board deems it advisable to have uniform policies for the district where possible.

Therefore, the following policy shall be considered the Grievance Policy for the Faith School District 46-2:

Student/patron complaints and grievances are to be resolved through orderly processes and at the lowest possible level. Channels will be provided for an eventual hearing by the Board in instances when this becomes necessary. Therefore:

1. Any student or his parents or guardian will be provided the opportunity to discuss with the student's teacher a decision or situation which he considers unjust or unfair.
2. If the incident remains unresolved, the student or his parents or guardian or the teacher, may bring the matter to the principal's attention for his consideration and action. A Student/Patron Complaint and Grievances form must be completed and submitted to the principal. A meeting will be arranged with the complaining party, the teacher and principal.
3. The student may also bring a matter of general student concern to the attention of class officers or the student council (in grades and schools where such are elected) for possible presentation to the principal.
4. If the matter is still unresolved after the procedure outlined above, it may be brought to the superintendent for his/her consideration. A meeting will be arranged with the complaining party, the teacher and the superintendent.
5. Complaints that remain unresolved following any action of the superintendent may be referred in writing to the Board for review. A hearing in executive session of the Board will be arranged within ten days or at the next regular meeting of the Board, whichever comes first. The complaining party and the teacher will be given an opportunity to present their position. Each may have a representative present.

The Board's decision will be final unless an appeal is made pursuant to SDCL 13-46-1.

Adopted: August 14, 2006

Amended: July 9, 2007