

Complaint Procedures

Concerns about a Teacher, Staff Member, WISH Community Member, Afterschool Program, Enrichment Program

1. During a non-instructional time make an appointment to meet with the person to share your concerns.
2. Meet with the individual and develop a plan to resolve the issues.
3. If you are unsatisfied with the results of this meeting, call the school or stop by the front office to schedule an appointment with the principal.
4. Meet with the principal to make a plan to address your concerns.
5. After concerns have been addressed, if you are still not satisfied, send an email to the Board President.
6. A board member will respond to your email and offer to meet with you to investigate your concerns.

Concerns about the Principal

1. Call or stop by the office to make an appointment to meet with principal.
2. Meet with the principal and develop a plan to resolve the issues.
3. After concerns have been addressed, if you are still not satisfied, send an email to the Board President.
4. The personnel committee will review and address your concerns in writing.

Concerns about a Board Member

1. Email the Board President or the head of the personnel committee to make an appointment to share your concerns.
2. Meet with a Board representative to and develop a plan to resolve the issues.