

SPECIAL PROCEDURES FOR CONDUCTING HEARINGS

A Board member will not obligate other members of the Board by predicting how he will vote. In carrying out the policy for the handling of complaints, the Board will, therefore, observe the following procedure: neither the Board as a whole nor any individual member will entertain or consider communications or complaints from teachers, parents, or patrons until they have first been referred to the Superintendent and/or principal of schools. Only in those cases where satisfactory adjustment cannot be made by the Superintendent and his assistants shall communications and complaints be referred to the Board. After hearing evidence submitted by the Superintendent in such event, the Board will, if it seems advisable, grant a hearing to the parties interested. Such hearing will be held during executive session of the Board. All visitations for complaints will be limited to 15 minutes. This may be extended 10 minutes by the Board President.

[Adoption date: August 6, 1991]