

PROCESS OF GETTING INFORMATION TO SCHOOL BOARD

1. Students:

- A. Information is brought to Student Council for consideration.
- B. Student Council brings information to Principal for discussion.
- C. Student Council brings information to Staff for discussion.
- D. Student Council brings information to Superintendent for discussion/to be placed on School Board agenda.
- E. Superintendent may ask for more staff input prior to being placed on agenda and also turn down request to be on agenda.
- F. School Board can turn down request for agenda, ask for more information, and vote on item.
- G. Process finished after School Board decision.
- H. At any time the students may choose to not move the item on to the next level. If this is done, item is considered solved for the school year.
- I. On steps B, C and E the students may appeal to the next level if they feel it is necessary.

2. Parent:

A. Teacher Based:

- 1. Information is brought to teacher for discussion.
- 2. Information is brought to Principal for discussion/may appeal to next level.
- 3. Information is brought to Superintendent for discussion/placed on agenda/may appeal to School Board if necessary.
- 4. Information is brought to School Board for discussion. School Board can turn down request, ask for more information, vote on item. Discussion and decisions are usually made in closed session.

B. School Based:

- 1. Information is brought to Principal for discussion/may appeal to the next level.
- 2. Information is brought to Superintendent for discussion/placed on agenda/may appeal to School Board if necessary.
- 3. Information is brought to School Board for discussion. School Board can turn down request, ask for more information, and vote on item. If it involves a student or employee, discussion and decisions are usually made in closed session.

- C. At any time in either A or B a parent can choose not to move the item on to the next level. If this is done, the item is considered solved.

3. Staff:

A. Contract: Grievance procedure.

B. Other:

- 1. Information is brought to Principal for discussion/may appeal to next level.
- 2. Information is brought to Superintendent for discussion/placed on agenda/may appeal to School Board if necessary.
- 3. Information is brought to School Board for discussion. School Board can turn down request, ask for more information, and vote on item.

- C. At any time the staff can choose not to move the item on to the next level. If this is done, the item is considered solved.