



Code: KL
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6/13/18; 8/28/24
Orig. Code: KL

Public Complaints**

The district will develop and implement effective means of receiving concerns voiced by students, parents and the public. The purpose of receiving concerns is to reduce potential areas of complaints and to establish and maintain recognized channels of communication and accountability.

A “complaint” is a concern or problem presented with the district. Certain types of complaints, such as complaints regarding, but not limited to, discrimination are treated with specific policies that outline the process for resolution.

Complaints will be referred through the proper administrative process for resolving complaints as outlined in administrative regulation KL-AR(1) - Public Complaint Procedure, for a solution before investigation or action by the Board. Exceptions are complaints against the superintendent or complaints that involve Board actions or Board operations.

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear charges against employees in a session open to the public unless an employee requests an open session.

A complaint of retaliation against a student who in good faith reported information that the student believes is evidence of a violation of state and federal law, rule or regulation, should be reported to the administrator.

A complainant must file a complaint within the later of either time limit set below, in accordance with state law:

1. Within two years after the alleged violation or unlawful incident occurred or the complainant discovered the alleged violation or unlawful incident. For incidents that are continuing in nature, the time limitation must run from the date of the most recent incident; or
2. Within one year after the affected student has graduated from, moved away from or otherwise left the district.

If your complaint addressed one or more of the issues identified below, you may use the complaint process available in any of the following policies and administrative regulations (AR):

1. Discrimination or harassment on any basis protected by law: Board policy AC, AC-AR;
2. Bias incidents or display of symbols of hate: Board policy ACB, ACB-AR;
3. Board-Staff communications: Board policy BG;
4. Equal Employment Opportunity: Board policy GBA;

5. Staff complaints: Board policy GBM;
6. Sexual harassment (staff): Board policy GBN/JBA, GBN/JBA-AR(1), GBN/JBA-AR(2);
7. Sexual harassment (student): Board policy JBA/GBN, JBA/GBN-AR(1), JBA/GBN-AR(2);
8. Hazing, harassment, intimidation, bullying, menacing or cyberbullying: Board policy GBNA, GBNA-AR;
9. Instructional resources, instructional materials or library materials: Board policy IIA, IIA-AR;
10. Hazing, harassment, intimidation, bullying, menacing, cyberbullying, teen dating violence or domestic violence: Board policy JFCF, JFCF-AR;
11. Sexual conduct with a student: Board policy JHFF/GBNAA, JHFF/GBNAA-AR;
12. Complaints regarding the Talented and Gifted Program (TAG): Board policy IGBB;
13. Compliance with state standards: Board policy KL, KL-AR(1) and KL-AR(2).

The superintendent will develop and administer the complaint process.

If any complaint alleges a violation of Oregon Administrative Rule (OAR) Chapter 581, Division 22 (Standards), Oregon Revised Statute (ORS) 339.285 - 339.303 or OAR 581-021-0550 to 581-021-0570 (Restraint and Seclusion) or ORS 659.852 (Retaliation), and the complaint is not resolved through the complaint process, the complainant, who is a student, a parent or guardian of a student attending a school in the district or a person who resides in the district, may appeal with the district's final decision to the Deputy Superintendent of Public Instruction as outlined in Oregon Administrative Rule (OAR) 581-002-0001 – 581-002-0023 (See KL-AR(2) - Appeal to the Deputy Superintendent of Public Instruction).

If the complaint alleges discrimination pursuant to ORS 659.850 (Discrimination) and the complaint is not resolved at the local level through administrative regulation AC-AR - Discrimination Complaint Procedure, the complaint may meet the criteria to file an appeal with the Superintendent of Public Instruction as outlined in OAR 581-002-0001 - 581-002-0023.

END OF POLICY

Legal Reference(s):

[ORS 192.660](#)
[ORS 332.107](#)

[ORS 659.852](#)
[OAR 581-002-0001 - 002-0005](#)

[OAR 581-022-2370](#)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
 Connick v. Myers, 461 U.S. 138 (1983).

Cross Reference(s):

AC - Nondiscrimination
 ACB - Every Student Belongs
 IIA - Instructional Resources/Instructional Materials