Student Rights and Responsibilities Student Complaints

Purpose-

The purpose of this policy is to secure at the first possible level prompt and equitable resolution of student complaints, including those alleging discrimination on the basis of race, religion, color, sex, national origin, disability, sexual orientation, or gender identity.

Exclusions-

Student complaints regarding instructional materials, removal to alternative education programs, expulsion, prior review of non-school materials intended for distribution to students, or special education appeals are covered by separate procedures. Student complaints relating to sexual harassment, which is one form of sex discrimination, are addressed using the procedure in Policy FHAB instead of the procedure in this policy. Student complaints about other forms of sex discrimination can be raised under this policy.

Aggrieved Students-

A student aggrieved by a violation of a constitutional, statutory, or common law right, or a violation of a rule adopted by the State Board of Education or a policy adopted by the Board shall be afforded a hearing in accordance with applicable law and as provided in this policy. However, this provision shall not be construed to create an independent right to a hearing before the Board in addition to hearings required by law.

Presentations and Hearings-

In most circumstances, students shall be entitled to administrative conferences and informal presentations of the complaint as outlined in this policy.

Representation-

The student may be represented by an adult at any level of the complaint.

If the complaint involves a problem with a teacher, the student shall in most circumstances be expected to discuss the matter with the teacher before requesting a conference with the Principal at Level One.

Level One-

A student who has a complaint shall request a conference with the Principal within ten calendar days of the time the student knew, or should have known, of the event or series of events causing the complaint. The Principal shall schedule and hold a conference with the student within five days.

Level Two-

If the outcome of the conference with the Principal is not to the student's satisfaction, the student has ten calendar days to request a conference with the Superintendent or designee who shall schedule and hold a conference. Prior to or at the conference, the student shall submit a written complaint that includes a statement of the complaint and any evidence in its support, the solution sought, the student's signature, and the date of the conference with the Principal.

Level Three-

If the outcome of the conference with the Superintendent or designee is not to the student's satisfaction, the student may present the complaint to the Board at the next regular meeting. The student shall, at least five days before the meeting, provide a written statement identifying specifically the claimed violation and the relief requested.

The Board shall designate a portion of its regular monthly meeting to hear student complaints. The Board President may set reasonable time limits on complaint presentation. The Board shall listen to the complaint but is not required to respond or take action on the matter unless it determines that is appropriate.

Closed Hearing-

If the complaint involves complaints or charges about another person, the complaint shall be heard by the Board in a closed meeting unless the other person complained about requests the meeting to be public.

Source Traceability

USBA Model Policy FGE. The model text above is from the 2026 USBA Model Policies and is retained as the controlling format for this draft.

Source: MSD Policy 4005, Employment Objectives: Nondiscrimination, approved 2024.

Source: MSD Policy 6020, Language Access Plan, approved 2024.