

1312 Positive Communication - Board of Trustees

Throughout the school year, situations may arise which may cause concern for parents, teachers, students, district staff, and community members. A positive resolution to these situations enhances communications, builds trust between stakeholders, and benefits the educational program of the District. Trustees are encouraged to listen to the concern and then **have the individual** utilize the STEPS process to encourage resolution of the problem to the satisfaction of all parties by involving those parties closest to the concerns.

STEP 1 - Contact the appropriate staff member

STEP 2 - Contact the principal/supervisor

STEP 3 - Contact the appropriate district administrator

STEP 4 - Contact the school board

ADOPTION DATE: August 28, 1964; Revised February 27, 1990; Revised April 8, 2003; Reviewed without Revision February 22, 2005; **Minor Revision April 23, 2024**

LEGAL REFERENCE(S):

CROSS REFERENCE(S):

ADMINISTRATIVE REGULATION: 1312-R