



PERSONNEL – MANAGEMENT AND SUPERVISORY EMPLOYEES

BOARD POLICY – COMPLAINTS

BP 4344

The County Board of Education and the County Superintendent of Schools recognize the need to establish a process to allow employees and job applicants to have their concerns heard in an expeditious and unbiased manner. The County Superintendent of Schools expects that employees will make every effort to resolve complaints and disagreements informally before filing a formal complaint.

The County Superintendent of Schools prohibits retaliation against complainants. The Superintendent or designee may keep a complainant's identity confidential, except to the extent necessary to investigate the complaint.

All matters related to a complaint shall be kept confidential and any document, communication, or record regarding the complaint shall be placed in a separate file and shall not be placed in an employee's personnel file.

Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the County Superintendent of Schools or designee to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Management Resources

Website

Description

[CSBA](#)

State

5 CCR 4900-4965

Description

Nondiscrimination in elementary and secondary education programs

Ed. Code 200-262.4

[Educational equity; prohibition of discrimination on the basis of sex](#)

Ed. Code 35186

Complaints regarding teacher vacancy or misassignment

Ed. Code 44110-44114

Reporting by school employees of improper governmental activity

Gov. Code 3543

Public school employees' rights

Gov. Code 3543.1

Rights of employee organizations

Gov. Code 53296-53299

Disclosure of confidential information; whistleblower

Gov. Code 54957

Complaints against employees; right to open session

Lab. Code 1102.5-1106

Whistleblower protections

ADOPTED BY COUNTY BOARD:

September 1, 2022

REVISED: