

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION
AGENDA STATEMENT

No. 14b.

MEETING OF: June 25, 2025

ITEM TITLE:

PUBLIC HEARING - POLICY

REVIEWED BY:

Motion to approve BP 1312.5 Public

☒ Policy Committee

Complaints Concerning Board Members,
in first reading

☒ Finance

SUBMITTED BY: School Board Policy Committee

APPROVED FOR SUBMITTAL: Michael Robbins, Superintendent, 907 247 2109

SUMMARY STATEMENT: The School Board Policy Committee is proposing approval of BP 1312.5 Public Complaints Concerning School Board Members, in first reading.

ISSUE/BACKGROUND: Board Bylaw 9300 states that "The formulation and adoption of written Board policies shall constitute the basic method by which the Board shall govern the school district." Board Policy 0500 and Board Bylaw 9311 both address the ongoing review of district policies and programs by the School Board. The proposed revisions are in line with AASB suggested policy updates

ATTACHMENTS: • BP 1312.5 Public Complaints Concerning Board Members, in first reading.

RECOMMENDED ACTION: "I move that the Board of Education approve Board Policy 1312.5 Public Complaints Concerning Board Members, in first reading."

BP 1312.5 Public Complaints Concerning Board Members

The School Board believes that trust and confidence with the community is dependent upon responsiveness and accountability by its representatives. The School Board further believes that improved community engagement results when the Board meaningfully and promptly addresses complaints and resolves disagreements through an established and transparent process.

The School Board encourages complainants to resolve problems early and informally whenever possible. The School Board is expected to respond to complaints and resolve problems in a manner that is not influenced by discrimination or biases. If a problem remains unresolved informally, the individual should submit a formal complaint to the School Board Clerk as early as possible.

Upon receipt of a formal complaint (*link to form*), the School Board President will have 30 days to respond in writing. The process will proceed as follows:

- Complaint filed directly to Board Clerk
- Clerk sends the complaint to the School Board members
- If a member supports placing the complaint on the agenda for action, they can request its addition consistent with BP 9322.
 - If a member does not request addition to the agenda, the Clerk will notify the Board President, who shall provide a response to the complainant via email to inform them the Board will not be acting on the complaint.
- If placed on the agenda for a meeting, the board will engage in discussion either openly or in executive session, as appropriate.
- Whether the Board chooses to take action or not, the Board President will send an email response to the complainant to explain.