



Long Valley Charter School

Imagine-Achieve-Inspire

Dispute Resolution Policy

Approved by: Board of Directors

Date: Feb 20, 2018

Number: 7010

Purpose:

Long Valley Charter encourages parent/guardian involvement in decision making. The governance structure of the schools include site committees and an advisory council to regularly facilitate opportunities for this participation. In addition, the school welcomes constructive comments that help improve the quality of our educational program and to assist staff in performing tasks more efficiently. We recognize that there may be differences in opinion and the need for resolving disputes.

Long Valley Charter's internal process for dispute resolution is as follows.

Complaints about School Personnel

- A complaint concerning a school employee should first be made directly to the person the complaint concerns.
- If unresolved, then the complaint should be directed to the Site Administrator in writing, for review and analysis. The complaint will be investigated by interviewing persons identified as involved and other witnesses to determine the facts. Response to the complaint will be in writing.
- If unresolved, the complaint may be referred to the Executive Director/ Superintendent for review and response.
- The Executive Director/ Superintendent's decision shall be final, unless one of the parties involved requests a review by the Governing Board. If a request is made to the board for review, the Board's decision shall be final.
- Any request/complaint made directly to the Board shall be directed by the Board to the appropriate staff member pursuant to the steps noted above.

Complaints about Instructional Programs/ School Processes

- For complaints about an instructional program or school process, please submit a written complaint to the Executive Director/ Superintendent.
- Written complaints about programs or processes should be very specific in nature, and include:
 1. Identification of the specific program/process
 2. Details of the specific complaint

To Contact Sherri Morgan, Executive Director/ Superintendent

Email: smorgan@longvalleycs.org

Phone: 530-827-2395

Mailing Address: PO Box 7, Doyle, CA 96109



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Complaint Form

Check one:

- Long Valley Charter-Doyle Long Valley Charter-Portola
 Long Valley Charter-Susanville

Person Filing Complaint:	Filing Date:
Person(s) Involved:	Date of Incident:
Description of Complaint:	
Requested Remedy:	
Signature of Person Filing:	

If applicable, please attach documents to assist in the investigation and resolution of the complaint.