



Adopted: November 25, 2014

Revised: May 27, 2020

Reviewed: October 17, 2024

Policy 104 – Complaints: Students, Employees, Parents, Other Persons

I. PURPOSE

Woodbury Leadership Academy (WLA) takes seriously all concerns or complaints by students, employees, parents, or other persons

II. GENERAL STATEMENT OF POLICY

Students, parents, employees or other persons, may report concerns or complaints to WLA administration. Complaints can be submitted in writing or verbally. WLA administration may refer the complaint to the Board of Directors (BOD). Any complaint involving the WLA School Leader must be submitted to the BOD chairperson. The BOD chairperson, in consultation with the other members of the board, may determine the nature and scope of the investigation or follow-up procedures. WLA administration will determine the nature and scope of the investigation or follow-up procedures.

All procedures and correspondence will follow state and federal laws.