

## PERSONNEL

### Complaints Against District Employees

The provisions of M.S. 13.43, Subd. 2, state that, among other things, the following information is public data:

1. The status of any complaints or charges against the employees.
2. Whether or not the complaint or charge resulted in a disciplinary action.
3. The final disposition of any disciplinary action and supporting documentation.

Clearly, therefore, when a complaint is lodged against an employee the district has an obligation to respond. At the same time, however, the district also has an obligation to protect an employee from a complaint which is unwarranted, unsubstantiated, and without merit.

Consequently, the district will not respond to a complaint unless such complaint is in writing, signed by the complainant, and delivered to the employee's immediate supervisor or other administrative official of the district. (This does not apply to SBR 200-90-9: Sexual Harassment and Sexual Violence and SBR 200-90-15: Miscellaneous Harassment, Violence and Discrimination). However, when a complaint is received, the nature of which the supervisor or other administrative official in his/her sole discretion feels places a person's physical or mental health in jeopardy, said supervisor or administrative official may take whatever action is deemed necessary, within the provisions of district policy, state statutes or other applicable rules and regulations, without waiting for receipt of the complaint in writing.