



## Policies and Regulations

**NEPN Code: KEA/STI**

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### School/Community/ Relations

#### Concerns/Complaints about Policies

Southeast Technical Institute recognizes that, from time to time, concerns regarding the development and implementation of Southeast Tech policies and regulations may arise. Southeast Tech further believes that constructive criticism can assist in improving the quality of the program, and in meeting individual student needs more effectively. Southeast Tech also places trust in its employees, and desires to support their actions in a manner that frees them from unnecessary or unwarranted criticism and complaints. The following procedures for dealing with complaints about the content or implementation of Southeast Tech policies/regulations shall apply:

- Public concerns/comments about a Southeast Tech policy or regulation that is before the Sioux Falls School Board for review, revision, deletion, or adoption may be expressed orally in accordance with policy BEDH/STI. Written comments should be addressed to the Southeast Tech President for submission to the Board. In order to be considered by the Board, written comments must contain the name and address of the person or persons submitting them. All comments, either oral or written, will be confined to the contents of the policy or regulation.
- Concerns about a policy or regulation that is not before the Board, or ideas for a new policy/regulation shall be submitted in writing to the Southeast Tech President for submission to the Southeast Tech Policy Review Committee in accordance with Policy BG/STI. Within 45 calendar days of the original submission, the Southeast Tech President shall provide the individual(s) submitting the concern/idea with the administrative decision. This decision may or may not result in either creation of a new policy or change to the existing policy/regulation. Any proposed change must be submitted to the Board in accordance with Policy BG/STI.
- Concerns about the implementation of a policy or regulation should be dealt with by first discussing the concern with the staff person involved. If, for some reason, the concerned individual is not satisfied, he/she should discuss the matter with the following persons in the following order: Program/department supervisor, then the Southeast Tech President's designee. If necessary, any appeal to the Southeast Tech President shall be made in accordance with policy KE/STI.

RELATED POLICIES/REGULATIONS:

BEDH/STI – Public Participation at School Board Meetings

BG/STI – School Board Policy Process

KE/STI – Public Concerns and Complaints

Policy		Board Action
adopted:	01-09-06	34305
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