

## **Lewis Center for Educational Research**

### **BP 1312.1: COMMUNITY RELATIONS COMPLAINTS CONCERNING LEWIS CENTER PERSONNEL**

**Adopted: June 5, 2003**

**Revised: March 14, 2011  
June 8, 2015**

The Foundation Board of Directors ("Board") places trust in its employees and desires to support their actions in such a manner that employees are freed from unwarranted, spiteful or negative criticism and complaints.

The President/Chief Executive Officer ("CEO") shall adhere to established guidelines, which will permit the public to lodge criticism against staff members, assure a complete investigation and protect the rights of the staff members and the Lewis Center for Educational Research ("LCER").

Complaints against an employee initially made to a Board member or at a Board meeting will be referred to the CEO for appropriate consideration and action according to administrative guidelines.

LCER employees who are sued as a consequence of performing their assigned duties shall be provided full legal service unless they have violated LCER policy, regulation or instructions, or violation of state or federal law.

When public complaints involve accusations of child abuse by LCER employee, the provisions of this policy and regulation shall be implemented only after having completed the child abuse reporting requirements specified by law.