

Lewis Center for Educational Research

**BP 1312: COMMUNITY RELATIONS
COMPLAINTS CONCERNING THE LEWIS CENTER**

Adopted: June 5, 2003

Revised: March 14, 2011

The Foundation Board welcomes constructive criticism of Lewis Center for Educational Research (LCER) policies, programs or personnel when it is motivated by a sincere desire to improve the quality of the educational process and to assist the center in performing their task more effectively.

The Board encourages the resolution of complaints as early as effectively possible. All complaints submitted in accordance with the procedures adopted by the Board shall be assured of receiving appropriate review and consideration. If the problem is not resolved at a lower level, it shall be dealt with by the Board.

Complaints against the LCER initially made to a Board member or at a Board meeting will be referred to the President/CEO for appropriate consideration and action according to Administrative guidelines. The Board prohibits retaliation in any form for the filing of a complaint or for participation in complaint procedures. Such participation shall not in any way affect the status, grades or work assignments of the complainant.