Treatment of Parents, Students, and the Public **EL-3**

With respect to interactions with stakeholders (parents, students, and the public), the Superintendent shall not fail to ensure that parents, students and the public are treated with respect and dignity at the district level and within each school and classroom.

Accordingly, the Superintendent may not:

1. Use methods of managing that fail to protect confidential information.

2. Fail to provide for effective handling of complaints.

3. Fail to appropriately involve stakeholders in an advisory capacity in important issues which impact them directly; nor fail to provide to district advisory groups, such as those formed for curriculum, facilities, and levy/bond matters, a formal charter document advising each such group of its purpose, organization and functions.

4. Fail to take reasonable steps to inform stakeholders of those policies and procedures that impact them.

5. Fail to offer a nutritious school breakfast/lunch program which incorporates federal/state guidelines and includes age-appropriate measures to encourage healthy eating habits.

6. Fail to facilitate orderly and appropriate public access to the Board, and to ensure timely and appropriate follow-up in response to expressed public input.

7. **Fail to take proactive steps to train teachers to provide appropriate and adequate lesson plans for substitutes.**

8. **Fail to take proactive steps to prepare substitutes to effectively lead a student-centered classroom in the absence of the regular classroom teacher.**