

Staff Complaints and Grievances

GBM

Channels shall be established for personnel to present complaints and grievances which will permit their resolution at the lowest possible level.

Staff personnel, for the purpose of this policy, shall be defined as any regular employee to include the following job positions: teacher, counselor, administrator, librarian, special education diagnostician, business manager, nurse, aide, route bus driver, administrative assistant, central office clerical, cook, custodian, and facilities and purchasing manager.

An employee shall present the complaint or grievance first to his/her immediate supervisor. In those instances where satisfactory adjustments cannot be made by the immediate supervisor, the matter may be taken up with the superintendent. If the matter cannot be resolved with the superintendent, it may be referred to the Board.

Adopted: February 16, 1995