

Eagle Butte School District	NEPN Code: GBM
Policy Manual	

STAFF COMPLAINTS AND GRIEVANCES

The Board will encourage the administration to develop effective means for resolving differences that may arise among employees and between employees and administrators; reduce potential areas of grievances; and establish and maintain recognized channels of communication between the staff, administration, and the Board.

Grievance procedures should provide for prompt and equitable adjustment of differences at the lowest possible administrative level, and each employee should be assured opportunity for an orderly presentation and review of complaints and concerns. Channels established will provide for the following:

1. That teachers and other employees may appeal a ruling of a Principal or other administrator to the Superintendent; the Superintendent will investigate, within one week, the circumstances of the complaint and render a decision, within two weeks, after receipt of the complaint; the Superintendent will notify the complainant of the decision in writing; the complainant will be allowed one week to react to the decision before it becomes final; the complainant will either accept or disagree with the decision and will provide such acknowledgement in writing, addressed to the district superintendent;
2. If not resolved with the Superintendent, the school employee may appeal a ruling of the Superintendent to the Board for further review.

The procedures established for the resolution of grievances in agreements negotiated with recognized employee bargaining units will apply only to "grievances" as defined in the particular agreement.

Adopted: February 11, 2015

Revised: