

**WINNER SCHOOL DISTRICT 59-2
OFFICIAL SCHOOL BOARD POLICY**



GRIEVANCE FORM - WINNER SCHOOL DISTRICT 59-2

A grievance is defined as a complaint (in writing) presented by a student or classified employee - initially to the business manager. This grievance alleges that: (a) that a rule is unfair; (b) that a rule/practice discriminates between employee /pupils; and/or (c) that school personnel may have used unfair practices in assessing a form of punishment.

COMPLAINT

Check One Blank

- ☐ LEVEL 1 - BUSINESS MANAGER
☐ LEVEL 2 - BUILDING PRINCIPAL
☐ LEVEL 3 - SUPERINTENDENT

On this day of , _____ I _____ hereby file a grievance complaint to _____

(LEVEL 1). Specifically, my grievance is:

I hereby petition for a hearing on my grievance within five (5) school days (weekends not included) of the date of this petition.

Signature of Grievant

The grievant may be represented at the conference by any adult but the grievant must also be present in order to elaborate on the alleged grievance. Failure to appear at the appointed time will terminate the grievance.

**WINNER SCHOOL DISTRICT 59-2
OFFICIAL SCHOOL BOARD POLICY**



GRIEVANCE RECORD

Date Received: _____

Time of Conference: _____

Date of Conference: _____

Comments: _____

Resolution: _____
