

STAFF COMPLAINTS AND GRIEVANCES

Definitions

- **Grievance:** A grievance is an assertion by an aggrieved party that there has been a violation, a misinterpretation, or inequitable application of any provision of board policy, rule, regulation, or procedure, or an assertion of discrimination on the basis of any class protected under federal law as set forth under Policy AC (Non Discrimination/Equal Opportunities). The term "grievance" shall not apply to matters of employment, continued employment (termination, dismissal or suspension), content of evaluations, or any matter defined as a contested case under the Wyoming Administrative Procedure Act.
- **Aggrieved Party:** An aggrieved party is any employee of the school district who asserts a grievance.
- **Supervisor:** A supervisor is any employee with immediate supervisory responsibility over other employees.
- **Parties in Interest:** Those individuals directly involved in the complaint or grievance. These individuals may be listed in the written grievance or may be determined by the supervisor during initial inquiry into the matter.

Purpose

The purpose and intent of this policy is to secure, at the lowest possible administrative level, equitable solutions to any problem that may, from time to time, arise. As appropriate at all levels, the proceedings will be timely and confidential.

Non-limiting

Nothing herein contained shall be construed as limiting the presently existing right of any school employee having a grievance to discuss the matter with the appropriate member of the administration.

Any employee who desires to file a grievance will utilize the process set forth in Policy AII/JII and AII-E/JII-E (Grievance Procedure).

First Reading: 10-3-22
 Second Reading: 11-14-22