

What is a Grievance?

A ***grievance*** is a claim that an employee's contract has been violated. The claim may be caused by a misinterpretation or misapplication of the terms of the contract or established policy.

CASE MASTER AGREEMENT LANGUAGE

ARTICLE III - GRIEVANCE AND ARBITRATION

DEFINITIONS

A "grievant" shall mean a unit member or group of unit members or the Association filing a grievance.

A "grievance" shall mean controversy, dispute or disagreement of any kind or character arising out of or in any way involving interpretation or application of the term of this Agreement.

"Employer" shall mean the Board of Education or its administration.

"Days" shall mean working days.

SECTION 2 PROCEDURES AND STEPS

Within 20 days following the act or condition which is the basis of a complaint, a unit member may file a grievance with the unit member's immediate supervisor.

Prior to filing the written grievance, every effort shall be made to resolve the grievance informally between the grievant and the grievant's immediate supervisor.

STEP 1

If the grievance has not been resolved informally as referred to above, a written grievance may be presented to the unit member's immediate supervisor.

Within 20 days thereafter, the Employer representative to whom the grievance was presented or designated representative shall meet with the grievant and give a written decision to the grievant.

STEP 2

If the grievance is not settled in Step 1, the grievant may move it to Step 2 by written notice to the Superintendent. The Superintendent or designated representative shall have ten (10) days after receipt of the grievance to meet with, if necessary, and give a written decision to the grievant.

STEP 3

If the grievance is not settled in Step 2, the Association may move the matter to arbitration under the Voluntary Labor Rules of American Arbitration Association upon notice to the Board within 15 days following the Step 2 decision. The parties further agree to accept the arbitrator's award as final and binding upon them. The costs for the services of the arbitrator will be borne equally by the Board and the Association.

SECTION 3 ASSOCIATION REPRESENTATION

All unit members shall have the right of Association representation at each step of the grievance procedure, provided that the grievant shall be present at each step.

SECTION 4 NO REPRISALS

No reprisals shall be invoked against any unit member for processing a grievance.