

STAFF COMPLAINTS AND GRIEVANCES

The School Committee will encourage the administration to develop effective means of 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 School Committee.

It is the committee's desire that grievance procedures provide for prompt and equitable adjustment of differences at the lowest possible administrative level, and that each employee 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 school employees may appeal a ruling of a principal or other administrator to the Superintendent.
2. That all school employees may appeal a ruling of the Superintendent to the committee, except in those areas where the law, another school committee policy, or civil rights grievance procedures has specifically assigned authority to the Principal and/or the Superintendent and committee action would be in conflict with that law, school committee policy, or civil rights grievance procedure.
3. That all hearings of complaints before the Superintendent or committee be conducted in the presence of the administrator who made the ruling that is the subject of the grievance.

The process established for the resolution of grievances in contracts negotiated with recognized employee bargaining units will apply only to "grievances" as defined in the particular contract.

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| SOURCE: | MASC Policy sept 2016 |
| LEGAL REFS.: | M.G.L. 150E:5; 150E:8 |
| CONTRACT REFS.: | All Contract Agreements |

Adopted: October 9, 2003
Reviewed: February 26, 2009
Reviewed: November 21, 2013
Reviewed: May 28, 2020
Revised: September 15, 2022