



CERTIFICATED CONTRACT GRIEVANCE FORM – LEVEL II
Article 16 – Grievance/Arbitration Procedure (16.3.2)

Submission of Complaint – All portions of this section must be completed by the grievant.

Employee Name: _____

Date of Problem-Solving Meeting: _____

Participants: _____

Statement of Grievance: _____

Specify contract provision alleged to have been violated: (Cite source)

Remedy Sought:

Employee’s Signature:

Date:

Upon completion of this section, grievant shall present this document to the Superintendent/Asst. Supt. HRD (Designee).
The grievant shall retain a copy.

Superintendent/Assist. Supt. HRD (Designee)’s Response:

Superintendent/Designee’s Signature:

Date:

Upon completion of this section, Designee shall retain original, and present a copy to grievant and to the Principal/Supervisor. The original and all attachments shall be filed.