

GRIDLEY UNIFIED SCHOOL DISTRICT

429 Magnolia Street
Gridley, CA 95948

FORMAL CONTRACT GRIEVANCE STATEMENT FORM

NAME OF GRIEVANT _____

DATE _____

POSITION _____

SUPERVISOR _____

DEPARTMENT _____

GRIEVANCE LEVEL _____

INSTRUCTIONS: The Grievance procedure has four (4) steps. The first is informal resolution, the second a formal written grievance, the third a mediation service, and the fourth, a binding arbitration by a mutually acceptable arbitrator. This form may be used by an employee to initiate a formal grievance at Step 2. Please see your respective collective bargaining agreement for detailed information.

You must provide the following information:

1. The date of the grievable event. _____

2. Specific provision(s) of contract alleged to have been violated:

Total number of pages attached _____

3. Statement of grievance (include dates where applicable and nature of complaint):

Total number of pages attached _____

4. The resolution or remedy sought:

Total number of pages attached _____

5. Employee signature and date filed with supervisor and/or Superintendent/designee.

Employee's Signature

Date

Supervisor's Signature (Formal grievance level 1)

Date received from employee

Superintendent/Designee's Signature (level 2)

Date received from employee