

Staff Concerns/Complaints/Grievances

In accordance with Board policy, the superintendent shall provide for the effective handling of employee grievances and complaints. The superintendent or designee shall, therefore, maintain procedures for settling differences that provide for prompt and equitable resolution at the lowest possible administrative level and assure each employee an opportunity for orderly presentation and review of complaints without fear of reprisal.

A "grievance" is defined as an alleged material violation of Board or district policies or administrative regulations that apply to all employees. A complaint concerning unlawful discrimination and/or harassment may be filed in accordance with the district's applicable procedures.

The process designated for the resolution of "grievances" in agreements between the Board and recognized employee organizations shall apply only to grievances as defined in the particular agreement.

Nothing in this policy shall be construed to imply in any manner the establishment of personal rights not explicitly established by statute or Board or district policy. Neither shall anything in this policy be construed to establish any condition prerequisite relative to nonrenewal of contracts, transfer, assignment, dismissal or any other employment decision relating to district personnel.

All employment decisions remain within the sole and continuing discretion of the administration and/or Board, as appropriate, subject only to the conditions and limitations prescribed by Colorado law.

Adopted: Prior to 2018
Revised: June 2018
Revised: September 2020

CONTRACT REFS.: LCSD/LCEA Teacher Contract – Article 11, Concerns/ Complaints/ Grievance Process and Appendix D, Formal Grievance Form
AFSCME Union Contract – Article II, Evaluation, Discipline, Dismissal and Grievance Procedure; Section 3, Employee Complaints and Section 4, Employee Grievances

CROSS REFS.:

Board policies:

SSG-2, Treatment of Students, Parents and Community
SSG-3, Staff Treatment

Administrative policies:

AC, Nondiscrimination/Equal Opportunity
AC-R, Nondiscrimination/Equal Opportunity (Complaint and Compliance Process) – Regulation
GBA, Open Hiring/Equal Employment Opportunity
GBAA, Sexual Harassment