

Hampton School District Policy

Section: G
Code: GBK
Title: Staff Concerns, Complaints and Grievances
Category: O (Optional)
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STAFF CONCERNS, COMPLAINTS AND GRIEVANCES

In order to promote efficiency in the administration of schools and to avoid misunderstandings and misinterpretations, all personnel must observe a chain of command when bringing staff concerns or complaints to the administration's attention.

In order to promote such efficiency, the following guidelines should be followed:

1. All personnel employed by the Hampton School Board shall be responsible to the Board through the Superintendent and no dispute or other personnel issue shall be brought to the Board without first having gone to the Superintendent for determination.
2. Likewise, no dispute or other personnel issue shall be brought to the Superintendent without first having been presented to the building Principal for determination.
3. Building personnel working under the immediate direction and/or supervision of someone other than the building Principal will inform their immediate superior of any dispute or personnel issue s/he intends to bring to the Principal.

It is the Board's policy not to involve itself in personnel complaints or disputes until the matter has properly followed these guidelines.

The machinery set up for the resolution of "grievances" in collective bargaining agreements between the Board and recognized employee organizations will apply only to grievances as defined in the particular agreement.

Appendix GBK-R

DATE:
Adopted: November 9, 2010
Reviewed: Sept. 2010
Revised: November 8, 2005, November 9, 2010
Cancellation: Replaces GCK