

APPENDIX C

Grievance # _____

GRIEVANCE REPORT FORM
CONTOOCCOOK VALLEY SCHOOL DISTRICT

TO: _____ Complete in triplicate with copies to:

School _____

- 1. Principal
- 2. Superintendent/Designee
- 3. CVTA President/Designee

Name of Grievant _____

Date Filed _____

LEVEL A

Date of Grievance _____

1. Statement of Grievance (Be sure to include the specific violation or condition with proper references to the Master Contract.)

2. Relief Sought

3. Explain the informal steps taken to resolve grievance to date.

Signature of Grievant

Date

Answer given by Principal

Signature of Principal

Date

Position of Grievant

Signature of Grievant

Date

LEVEL B

Date received by Superintendent/Designee: _____

Answer give by Superintendent/Designee: _____

Signature

Date

Position of Grievant: _____

Signature

Date

LEVEL C

Date submitted to Binding Arbitration: _____

Signature

Date