



# OXNARD SCHOOL DISTRICT

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## CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA)

### LEVEL 1: ADMINISTRATOR'S GRIEVANCE RESPONSE

1. NAME OF GRIEVANT \_\_\_\_\_
2. DATE GRIEVANCE FILED \_\_\_\_\_
3. STATEMENT OF GRIEVANCE (Include contract provision(s) allegedly violated).  
GRIEVANT ALLEGES: \_\_\_\_\_  
\_\_\_\_\_
4. GRIEVANCE DENIED  (Summarize reasons) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. GRIEVANCE SUSTAINED  \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. IF GRIEVANCE SUSTAINED, STATE REMEDY \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. WAS THERE A PERSONAL CONFERENCE? YES  DATE \_\_\_\_\_  
PERSONS PRESENT: \_\_\_\_\_  
IF NO, INDICATE REASON \_\_\_\_\_  
\_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Distribution:  Assistant Superintendent, HR  Grievant  District Administrator  CSEA President