

APPENDIX E  
Ulster BOCES United Employees

Grievance Form

TO BE COMPLETED BY GRIEVANT OR HIS/HER REPRESENTATIVE

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Work Location: \_\_\_\_\_ Supervisor: \_\_\_\_\_

State all provisions of Agreement involved:

Article(s): \_\_\_\_\_ Section(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Occurrence: \_\_\_\_\_

Statement of Facts (use additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Remedy Sought: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Aggrieved Employee

.....  
**STAGE 1 – DECISION**

Date Grievance Received: \_\_\_\_\_

Decision (use additional sheets if necessary): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Date Decision Issued

\_\_\_\_\_  
Program Director's Signature

Ulster BOCES United Employees

Grievance Form

STAGE 2 – APPEAL

To be submitted to the District Superintendent within ten (10) business days of receipt of  
1 – Decision.

Stage

The Decision at Stage 1 of the Grievance is Unsatisfactory.

Short statement of the grievance: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

State all provisions of Agreement involved:

Article(s): \_\_\_\_\_ Section(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Remedy Sought: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Date Submitted

\_\_\_\_\_ Aggrieved Employee

.....  
STAGE 2 – DECISION

Date Appeal Received: \_\_\_\_\_

Decision (use additional sheets if necessary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Date Decision Issued

\_\_\_\_\_ District Superintendent or Designee

Ulster BOCES United Employees

Grievance Form

**STAGE 3 – APPEAL**

*To be submitted to the Clerk of the Board within ten (10) business days of receipt of Stage 2 – Decision.*

**The Decision at Stage 2 of the Grievance is Unsatisfactory.**

The following issues are unresolved:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Submitted

\_\_\_\_\_

Authorized Signature of Ulster  
BOCES United Employees'  
Organization

.....

**STAGE 3 – DECISION**

Date Appeal Received:

\_\_\_\_\_

Decision (use additional sheets if necessary):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date Decision Issued

\_\_\_\_\_

Board of Education

Ulster BOCES United Employees

Grievance Form

STAGE 4 – APPEAL

To be submitted to the District Superintendent within ten (10) business days of receipt of  
3 – Decision.

Stage

**The Decision at Stage 3 of the Grievance is Unsatisfactory.**

The Ulster BOCES United Employees Organization demands arbitration on the following issues:

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State all provisions of Agreement involved:

Article(s): \_\_\_\_\_ Section(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Remedy Sought: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Authorized Signature of Ulster  
BOCES United Employees'  
Organization