

S. Altmich

4/4/24

Jane Moley 4-4-24

Article 6 - Tentative Agreement

04/04/24

## **ARTICLE 6: COMPLAINTS PROCEDURE CONCERNING EMPLOYEE PERFORMANCE**

~~A. When a complaint about an employee's performance is received by the administration, there shall be an administrator employee conference in each of the following circumstances:~~

- ~~1. If the administrator places a record of a complaint received from a parent, citizen of the District, or staff member in the employee's personnel file;~~
- ~~2. If the administrator uses the parent, citizen, or staff member complaint as a basis of a written judgment of the employee; or~~
- ~~3. If, in the administrator's judgment, such parent, citizen or staff member complaint is sufficiently relevant to the employee's performance as to indicate the desirability of such conference.~~
- ~~4. If a student complaint alleges that an employee has committed a criminal act. In such cases, the student shall be identified and a conference held within five working days unless prohibited because of an ongoing investigation by DHS and/or law enforcement. Other ~~s~~Student complaints are not subject to the limitations contained in this Article.~~

**AB. Only complaints from parents, citizens community members or staff members of the District or ~~staff members related to the execution of a member's professional duties, work performance, school operations, student relationships, statutory responsibilities or otherwise related to their work~~, which have been discussed with the employee within 30 working days after the complaint is brought to the attention of the District, (~~or student complaint as identified in Section A-4 above which has been discussed with the employee within five working days after the complaint is brought to the attention of the District~~) may be used against the employee in any subsequent action brought by the District.**

**BC. The employee bargaining unit member shall be notified if a substantive complaint is recorded in the employee's working file, personnel file or used as a basis of a written judgment of the employee, the name of the complainant shall be included in the written record and the employee shall have the right to review the record and attach a rebuttal to any claims.**