



Cache County School District

Policy Series 5000: Personnel

Policy No. 5370

Employment Grievance

Purpose and Philosophy The Board of Education recognizes that each employee has the right to clear and accepted channels of communication through which a grievance may be presented, reviewed, and equitably resolved within a specified period of time. Each eligible employee is entitled to due process by having his/her grievance reviewed by higher authority without reprisal or recrimination as a result of having presented a grievance or having had a part or interest in the grievance procedure.

Each employee has the right to self-representation or is entitled to be accompanied or represented by a party(s) (such as an association representative, legal counsel, etc.) if he/she so desires. The grievance procedure shall be kept confidential and all documents, communication, and records relating thereto, will be maintained in a separate grievance file.

If a meeting to process a grievance is scheduled by the Board of Education during the normal working day, the employee and other necessary district participants will not have a loss of pay as a result of their participation in the grievance resolution.

When involved in the grievance procedures, all parties in interest shall cooperate and act in good faith to resolve the concern at the lowest possible administrative level. Each concern shall be considered on its merits and every effort will be made to resolve issues in a positive and professional manner.

Legal References:

Synopsis:

Approved by the Board of Education: April 24, 2024