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3 **PERSONNEL**

5240

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5 Resolution of Staff Complaints/Problem-Solving

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7 As circumstances allow and as provided by collective bargaining agreements, the District will
8 provide the best working conditions for its employees. Part of this commitment is encouraging
9 an open and frank atmosphere in which any problem, complaint, suggestion, or question is
10 answered appropriately by District supervisors or administration.

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12 Each employee is expected to follow established rules of conduct, policies, and practices. If an
13 employee disagrees with a policy or practice, they should first express their disagreement with
14 their supervisor. If the disagreement is unresolved, they may go through the District's Uniform
15 Complaint Procedure per Policy 1770, unless the issue is covered by a collective bargaining
16 agreement (CBA). Any employee covered by a CBA must use that agreement's grievance
17 procedure in order to grieve an issue covered by the collective bargaining agreement.

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19 No employee shall be disciplined or penalized, formally or informally, for voicing a
20 disagreement with the District in a reasonable, businesslike manner, or for using the complaint
21 procedure.

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23 Cross Reference:

24 Policy 1770 Uniform Complaint Procedure

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26 Policy History:

27 Adopted on: July 1, 2000

28 Revised on: November 12, 2001

29 Revised on: August 23, 2010

30 Revised on: June 11, 2018

31 Revised on: May 26, 2026