

ROOSEVELT SCHOOL DISTRICT NO. 66
6000 SOUTH 7TH STREET
PHOENIX, AZ 85042

REPORT of GRIEVANCE FORM

This form is to be completed by the employee. The purpose of the grievance procedures is to provide employees with a fair means of resolving a concern in an efficient manner. Please refer to the Professional or Classified Agreement for the procedures. Agreements are available from the Office of Human Resources or online at www.rsd.k12.az.us.

Name of Grievant:		Date Filed:	
School/Department:		Position:	
Date Grievable Act Occurred:			
Policy or Agreement Provision Which Grievance is Base:			
Section and/or Page Number of Policy or Agreement Provision:			
Statement of Grievance:			
Resolution Sought:			
Signature of Grievant:			Date Signed:
Record of Grievance Level			
<input type="checkbox"/>	Informal Procedure –Discussion held with Immediate Supervisor on:	Date	Employee Signature
<input type="checkbox"/>	Level 1: Written Statement submitted to Immediate Supervisor on:		
<input type="checkbox"/>	Level 2: Written Statement submitted to Executive Director of Human Resources on:		
<input type="checkbox"/>	Level 3: Written Statement submitted to Superintendent on:		
<input type="checkbox"/>	Level 4: Written Statement submitted to Governing Board on:		
<input type="checkbox"/>	Additional Pages Included		

