

1 **5240 PERSONNEL**

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3 Resolution of Staff Complaints/Problem-Solving

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

8 Each employee is expected to follow established rules of conduct, policies, and practices. Should an
9 employee disagree with a policy or practice, the employee can express his or her disagreement
10 through the District's Uniform Complaint Procedure. No employee shall be disciplined or penalized,
11 formally or informally, for voicing a disagreement with the District in a reasonable, businesslike
12 manner, or for using the grievance procedure. Any employee covered by a collective bargaining
13 agreement must use that collective bargaining agreement's grievance procedure in order to grieve an
14 issue covered by the collective bargaining agreement.

15 Cross Reference:

16 5215 Uniform Complaint Procedure

17 Policy History:

18 Adopted on: July 1, 2000

19 Revised on: November 12, 2001

20 Revised on: August 23, 2010