

SAYDEL COMMUNITY SCHOOL DISTRICT

EMPLOYEE COMPLAINTS

Complaints of employees against fellow employees should be discussed directly between employees. If necessary, complaints will be brought directly to the immediate Supervisor, Principal or Superintendent and will be made in a constructive and professional manner. Complaints will never be made in the presence of other employees, students or outside persons.

A formal grievance complaint procedure will be communicated to staff on an annual basis. This policy will not apply to a complaint that has been or could be filed at the employee's discretion under any formal grievance procedure.

Legal Reference: Iowa Code §§ 20; 279.8

Cross Reference: 307 Communication Channels

Approved: February 17, 1997

Reviewed: January 2018

Revised: January 2018