

<b>SEVEN GENERATIONS CHARTER SCHOOL</b>	SECTION: EMPLOYEES
	TITLE: 326A – GRIEVANCE FORM
	ADOPTED: September 1, 2009
	REVISED:

Your name: \_\_\_\_\_ Date: \_\_\_\_\_

Status: Staff          Faculty          Other (specify): \_\_\_\_\_

Complaint/Concern Information

Date of Incident: \_\_\_\_\_ Time of Incident: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Please describe the specific act(s):

Are there others who have witnessed this behavior or others who have experienced a similar concern or problem? If so, please provide their name(s)

Steps taken to resolve issue prior to appealing to school administrator:

Do you have any suggestion for proposed action to address or resolve the complaint/concern?