

GRIEVANCE INFORMATION SHEET

This form is used by your local association to gather as much information about your grievance as possible. Feel free to add any comments you may have. Send to Monica Donner-UHS

NAME OF GRIEVANT _____

SCHOOL NAME (UHS: RM #) _____

TELEPHONE (CELL/HOME) _____

What time is best to reach you at school? _____ Home _____

Briefly describe your grievance:

When were you first aware of the grievance?

Whom did you speak to either formally or informally, and what was their response?

What communications have you had? Attach all copies of your letters, e-mails or texts and the responses.

What section(s) of the contract were violated, in your opinion?

What is the specific relief you are seeking?

