

MARATHON CITY SCHOOL DISTRICT

Board Rule 511

EMPLOYEE DISCRIMINATION COMPLAINT PROCEDURES

The following procedures have been established to provide a prompt and equitable resolution of applicant and employee complaints about alleged violations of the Board's equal employment opportunities policy.

1. An earnest effort shall first be made to settle the matter informally with the building principal.
2. If the complainant is not satisfied with the building principal's decision, the grievance may be presented in writing to the District Administrator. The grievance shall include a statement of facts comprising the noncompliance issue alleged. The grievance shall be signed and dated. An earnest effort shall be made to settle the matter informally between the complainant and the District Administrator.
3. If the complainant is not satisfied with the District Administrator's decision, the grievance may be appealed to the Board of Education.

Complaints may be made to the Office of Civil Rights, Equal Rights Division of the Department of Workforce Development, the State Superintendent of Public Instruction (teachers only) and/or courts having proper jurisdiction following the exhaustion of local grievance procedures or in lieu of the local grievance procedures.

APPROVED: October 13, 1999