

# Sherman County S. D.

Code: **GBM-AR**  
Adopted: 8/14/95

## **Staff Complaints**

Employees who contend they have been subject to a violation, misinterpretation or inappropriate application of district personnel policies and/or administrative regulations shall have access to the complaint process specified below.

The district will address the complaint through the following process:

1. The superintendent will review the complaint and respond to the complainant within fifteen (15) days of receipt of the written complaint;
2. If the complaint is unresolved at step one, the complaint will be referred to the Board for their review within thirty (30) days of the receipt of the original written complaint. The Board shall respond in writing within ten (10) days of the Board review.