

**APPENDIX D
GRIEVANCE REPORT FORM
HINSDALE SCHOOL DISTRICT**

Complete with copies to:

- 1. Principal
- 2. Superintendent
- 3. Federation

To _____ Principal

SCHOOL: NAME OF GRIEVANT: DATE FILED:

LEVEL A

Date of Grievance _____

- 1. Statement of Grievance (be sure to include the specific violation or condition with proper references to the contract agreement):

- 2. Relief Sought: _____

Signature of Grievant

Date

Answer given by Principal: _____

Signature of Principal

Date

Position of Grievant:

Signature of Grievant

Date

LEVEL B

Date received by Superintendent: _____

Answer given by Superintendent:

Signature of Superintendent

Date

Position of Grievant:

Signature of Grievant

Date

LEVEL C

Date received by School Board: _____

Answer given by School Board:

Signature of Board Chair

Date

Position of Grievant

Signature of Grievant

Date

LEVEL D

Date submitted to Arbitrator: _____

Disposition of Arbitrator:

Signature of Arbitrator

Date