

Policy 1001.1 Advisory Grievance Committee (AGC)
Union County TEAMS Charter School

Revised

In accordance with the Union County TEAMS Charter School Charter, July 2005 the following Advisory Grievance Committee is established. (Ref. Part 1, Section 11, pages 8 and 9 of Charter) This committee shall have five (5) members of which three will be parents and two will be staff members, both certificated and support. Each of these will be selected by their constituent groups, i.e., PATCO selects parents and staff members select staff members. Each member is to serve a term not to exceed two years. The decision making process will be by consensus with all members present so that no one group may dominate decisions. At no time should a member with an active grievance serve on the committee, this committee member must recuse him/herself. This committee is advisory by nature and design and makes nonbinding recommendations.

Purpose

According to the Charter School Organizational Chart an Advisory Grievance Committee will be established by the Board of Trustees to handle unsuccessful conflict resolution among students, teachers, and parents.

Process

Parents and staff members will be notified by the Board of the establishment of the AGC by letter. Once selections are made, (See sample letter) names should be submitted to their constituent groups for selection of their representatives.

Student Grievances

In accordance with the Policy on *Student Conduct and Standards of Behavior*, all student conflicts will be handled within the confines of the school where peer mediators, teachers, Guidance Counselors, the Lead Teacher and the Principal are charged with such resolutions. The Executive Director/Founder is charged to deal with severe and expulsion type situations and make recommendations to the Board of Trustees.

Staff Grievances

In accordance with the Union County TEAMS Charter School Staff Handbook (Adopted July 26, 2005 and revised August 2007), all staff conflicts will be handled within the processes and procedures outlined in that document. (See page 14) The Advisory Committee may only consider grievances that have followed the steps outlined therein.

Parent Grievances

When parents have conflicts with staff, they should first discuss their concerns with the staff member in order to reach agreement. Should this discussion fail or if either the parent or staff member is dissatisfied with the action taken, they should then take the matter to the Principal, then to the Executive Director/Founder and finally to the Advisory Grievance Committee if deemed necessary.

The individual parent, student, staff member must file within 10 school days after the Executive Director/Founder has rendered her decision through the appropriate process.

Grievances involving discipline, employment, salary determination, termination, reprimand or the granting of tenure to staff or any other personnel matters do not fall within the providence of the AGC Committee.

Adopted: January 24, 2008