

SPECIAL CIRCULAR 6--GRIEVANCE FORM: STEP ONE

NAME _____ FILE # _____
SCHOOL _____ DISTRICT/REGION _____
DATE GRIEVANCE OCCURRED _____ UFT CASE # _____
HOME TEL.# _____ CELL TEL. # _____
EMAIL ADDRESS _____

SET FORTH SPECIFICALLY THE ACT OR CONDITION AND THE GROUNDS ON WHICH THE GRIEVANCE IS BASED:

CHECK THE APPROPRIATE BOX(ES)

- The Principal, _____, has improperly created additional menu activities.
- The Principal, _____, has failed to provide teachers a menu of activities to select from by _____ (date). '
- The Principal, _____, has failed to notify teachers of their professional activity by _____ (date). '
- I have selected AM or PM bus duty and have not been allowed to use my professional period as a preparation period.
- I have been denied the right to select homeroom as my professional activity.
- I have not been assigned to any of my three (3) or six (6) choices as a professional activity for the _____ school year/term.
- I have not been assigned my preference of _____, even though I am the most senior qualified candidate for that menu item.
- I have been involuntarily assigned to an administrative assignment even though I am not the least senior teacher.
- I have been involuntarily assigned to an administrative activity for two consecutive years.
- I have been denied the right to use my professional period to fulfill the duties of my Compensatory Time Position.
- I have been denied the right to use my professional period to fulfill the duties of my athletic coaching per session activity.

n *OTHER:* _____

SET FORTH THE SPECIFIC ARTICLE(S) AND SECTION(S) ALLEGED TO BE VIOLATED:

The above cited act(s) which was/were not resolved in conference with the supervisor,

_____ of the Agreement.

The remedy I seek is _____

DATE FILED

SIGNATURE OF GRIEVANT