

## PERSONNEL

It is the policy of the board to provide an effective and acceptable means for classified employees to bring concerns about their well-being at work to the attention of their supervisors. Therefore, a formal grievance procedure has been established for the benefit and use of classified employees of the Lynchburg City School Division.

Grievance means a complaint or dispute by an employee related to his or her employment. However, the term "grievance" shall not include a complaint or dispute by an employee relating to (1) establishment and revision of wages or salaries, position classification or general benefits; (2) suspension of an employee or dismissal of an employee who has not completed his probationary status; (3) the establishment or contents of ordinances, statutes, personnel policies, procedures, rules and regulations, (4) failure to promote; (5) discharge, layoff or suspension of duties because of decrease in enrollment or insufficient funding; (6) hiring, transfer, assignment, and retention of employees within the school division; (7) suspension from duties in emergencies; or (8) the methods, means, and personnel by which the school division's operations are to be carried on. While these management rights are reserved, failure to apply, where applicable, the rules, regulations, policies or procedures as written or established by the school board is grievable.

Legal Reference:

Code of Va., § 22.1-79. Powers and duties. --"A school board shall: 6. In instances in which no grievance procedure has been adopted prior to January 1, 1991, establish and administer by July 1, 1992, a grievance procedure for all school board employees, except the division superintendent and those employees covered under the provisions of Article 2 (§22.1-293 et seq.) and Article 3 (§22.1-306 et seq.) of Chapter 15 of this title, who have completed such probationary period as may be required by the school board, not to exceed eighteen months. The grievance procedure shall afford a timely and fair method of the resolution of disputes arising between the school board and such employees regarding dismissal, suspension, or other disciplinary actions and shall be consistent with the provisions of the Board of Education's procedures for adjusting grievances except that there shall be no right to a hearing before a fact-finding panel; (1997)

Adopted by School Board: May 19, 1992