

TA *Lyamuel* *Catherine Powers*
1-27-19 1-24-19

Article 12
TUTA Counter
1/24/19

12.3 COMPLAINTS AGAINST MEMBER OF UNIT

- 12.3.1 Whenever an initial complaint is lodged against a member of the unit, the member shall be informed of such complaint within ~~one~~ two (2) working days and shall be given the opportunity to resolve the complaint. For purposes of this section, a working day shall be defined as a day which the unit member was scheduled to work and was present at work.
- 12.3.2 When a parent complaint is not resolved, every attempt will be made by the administrator to resolve the problem informally with the assistance of the unit member. If a meeting is requested by any party, the immediate supervisor shall attempt to schedule a meeting.
- 12.3.3 ~~No~~ Anonymous complaints against a member of the unit shall be ~~received~~ evaluated and investigated only if the complaint alleges any imminent danger to students or staff, or if it alleges egregious conduct by the unit member.
- 12.3.4 At all times the member of the unit shall be afforded the right and opportunity for advice and counsel from the Association (or other representative of the member's choosing), and a member of the unit shall not be required to respond to such complaints orally or in writing prior to receiving such counsel and advice.
- 12.3.5 Material which may, as a result of any proven complaint, be entered into a member of the unit's personnel file, shall be processed in accordance with 12.2 of this Article.
- 12.3.6 In the event a complaint against a member of the unit is ultimately not proven, no record shall be kept.