BUFFALO TEACHERS FEDERATION, INC.
271 PORTER AVE
BUFFALO, NY 14201

GRIEVANCE FORM 2019-2020

For use in the grievance procedure contained in the Master Contract between the Buffalo Teachers Federation and the Board of Education.

PLEASE TYPE OR PRINT NEATLY!

TEACHER _____

SCHOOL _____

SUBJECT/GRADE_____ DATE_____

HOME ADDRESS_____ HOME PHONE_____

CITY, STATE ZIP_____ SCHOOL PHONE_____

ARTICLE(S) VIOLATED INCLUDE BUT ARE NOT LIMITED TO:

_____

NATURE OF GRIEVANCE

_____
_____
_____
_____
_____
_____
_____

SETTLEMENT DESIRED

_____
_____
_____
_____
_____
_____
_____
_____
_____

SIGNED_____ SIGNED_____
(TEACHER) (FOR THE BTF)

(over)

ADMINISTRATOR'S RESPONSE

PLEASE TYPE OR PRINT NEATLY!

_____

_____

_____

_____

_____

_____

_____

_____

_____

DATE_____SIGNED_____

TITLE_____

LEVEL I SETTLEMENT ACCEPTABLE TO TEACHER: YES_____ NO_____

1. If this grievance is settled at Level I, please mail the original to Grievance Committee, Buffalo Teachers Federation, 271 Porter Avenue, Buffalo, New York 14201, and retain a copy for your Delegate file.

2. If this grievance is not settled at Level I, you have five days in which to appeal to Level II. In this case, duplicate the original:

   A. Retain file copy.

   B. Send original to Central Grievance Committee, Buffalo Teachers Federation, 271 Porter Avenue, Buffalo, New York 14201. (The Federation will distribute added copies to the appropriate administrators.)

   C. Include one signed, blank grievance for office use.

3. If you have any questions call:

   The BTF Office at 881-5400.

NOTE: A written grievance shall be filed as soon as possible, but in no event later than fifteen (15) days after occurrence of the facts giving rise to the grievance or notice of such facts to the teachers, whichever is later.

(19/20)