



Frankston Independent School District

Established 1929

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Employee Grievances and Communication with Trustees

The employee grievance policy adopted by the Frankston ISD (FISD) may be found in FISD Board Operating Procedures and in Policy DGBA. Texas Education Code 11.1513 provides that a school district's employment policy must provide each employee with the right to present grievances to the board.

When a complaint or concern is received by an individual member of the Board, the Trustee shall direct employees who are seeking resolution of their concerns to the lowest administrative level with authority to address those concerns. When presented with a complaint or concern, a Board member's first response is to stop, look, and listen, and then follow the steps outlined in the FISD Board Operating Procedures, and guide the employee to follow the proper chain of command, directing them to the proper administrator [See Policy BBE].

In accordance with FISD Board Operating Procedures, when an employee makes a request or complaint to an individual Board member, that Board member shall:

1. Hear employee's problem for full understanding
2. Repeat problem back to employee
3. Explain chain of command to employee
4. Remind employee of the due process procedure and remain impartial
5. Refer employee to appropriate person in the chain of command
6. Promptly notify the superintendent as quickly as possible after learning of an issue

Additional Notes:

- Texas Education Code 11.1513 requires that a school district's employee grievance policy may not restrict the ability of an employee to communicate directly with a member of the board regarding a matter relating to the operation of a district, except that the policy may prohibit ex parte communication relating to:
 - A hearing under Education Code Chapter 21, Subchapter E (Term Contracts) or F (Hearing Examiners); and
 - Another appeal or hearing in which ex parte communication would be inappropriate pending a final decision by the board. Education Code 11.1513(i)–(j) [See Policy DGBA]
- Texas Association of School Boards (TASB) Legal Guidance indicates that the consistent and underlying assumption on Employee-Trustee communication is founded in the provisions for employee grievances under Policy DGBA and applies to those employees who are bringing forth their concerns to the Board and is not intended to establish any particular right for board members to approach employees for the purpose of seeking information.
- Board members should not attempt to resolve a dispute on their own. If a member becomes too involved in a dispute that ultimately comes before the board, he or she could be required to recuse him or herself from the board's deliberation on the matter to avoid complaints of unfair bias.
- Per FISD Board Operating Procedures, anonymous calls and letters will not receive Board attention, discussion, or response and will not result in directives to the administration.

If you have questions or need assistance in understanding the FISD grievance policy, please see your campus principal or refer to School District policy on the FISD Website:

<http://www.frankstonisd.net/board>