

## Grievance Procedure

The grievance procedure will be made available to anyone who is a member of the McKinley Community. If anyone feels that there has been an action taken by the McKinley Board, its agents or representatives that has a specific, unfair effect on him or her, that person may utilize this grievance procedure to redress the complaint. This is to be distinguished from a disagreement about the content of decisions made in a democratic manner.

1. Grievant must mail the written complaint to the McKinley Community office within 30 days of the event, and it must be postmarked at least 10 working days prior to a regularly scheduled Board meeting.
2. The Board of Directors will respond in writing within 10 working days of their next meeting.
3. If the grievant is unsatisfied, the Minneapolis Mediation Project will be asked to hear the complaint and attempt to mediate a settlement.
4. The results of the mediation will be presented to the Board of Directors for final action at their next meeting.
5. The Board will deliver a certified letter with results to the grievant within three working days of the Board action.

Approved by McKinley Board of Directors on August 16, 2004  
Amended and approved by Board of Directors on February 25, 2010