



Carol Mignone Stephen, Associate Superintendent, Human Resource Services

Williams Tsab Ntawv Tsis Txaus Siab

Muaj Feem Nrog Zej Zog E 1312.4

Hais rau Niamtxiv/Tus Saibxyuas, Menyuam Thiab Xibfwb: Txoj Cai Tsis Txaus Siab

Cov Niamtxiv, Tus Saibxyuas, Menyuam thiab Xibfwb:

Tsab Cai Kawm Ntawv Phab 35186, cov nqi lus hauv qab no yuav tsum muab tiv nyob rau hauv txhua chav kawm:

1. Yuav tsum muaj phau ntawv thiab cov ntaub ntawv kawm kom txaus. Qhov no txhais tias txhua tus menyuam kawm ntawv, nrog rau cov tseem kawm ntawv Askiv, ib leeg yuav tsum muaj ib phau ntawv kawm lossis cov ntaub ntawv kawm, lossis ob yam huv tibi coj los siv nyob rau hauv chav kawm ntawv thiab nqa mus siv rau tom tsev es thiaj yuav pab tau cov ntaub ntawv coj mus ua tom tsev.
2. Tej chaw uas nyob hauv tsev kawm ntawv yuav tsum tu huvsu, nyob tau kaj siab, thiab kho tej vaj tse kom zoo. Qhov kho kom zoo txhais tias lub chaw ntawv huvsu tsis sw, nyob tau kaj siab, thiab tej cuabyeej ua haujlwm uas cov Saib Phab Kho Vaj Tse los pom hais tias yeej zoo siv tau.
3. Yuav tsum muaj xibfwb qhia ntawv kom puv npo lossis yuav tsum tsis txhob cia muaj cov xibfwb qhia ntawv tsis raws nws daim npav qhia ntawv (misassignment). Nyob rau hauv chav qhia kawm ntawv yuav tsum muaj ib tug xibfwb qhia ntawv raug cai rau txhua chav es txhob yog cov xibfwb tuaj hloov qhia ntawv (substitute) tas mus li xwb lossis txhob yog cov xibfwb qhia ntawv ib vuag xwb. Cov xibfwb yuav tsum muaj daim ntawv pov thawj raug cai los qhia ntawv thiab yuav tsum muaj daim ntawv thaj tsob raws cai yog nws qhia cov menyuam tseem kawm Askiv.

Muaj xibfwb tsis txaus txhais hais tias txoj haujlwm qhib no tsis muaj ib tug xibfwb muaj daim npav qhia ntawv los qhia nyob rau xyoo ntawv lossis, txoj haujlwm qhia ntawv no qhib qhia ib nrab xyoo xwb, tiamsis tsis muaj ib tug xibfwb muaj npav qhia ntawv los qhia kom tag rau ib nrab xyoo ntawv kiag.

Xibfwb qhia ntawv *tsis raws nws daim npav qhia ntawv* (Misassignment) txhais tau hais tias txais tus xibfwb qhia ntawv tsis muaj npav thaj tsob qhia ntawv raws cai lossis txais tus xibfwb qhia ntawv los qhia yam tsis tau muaj kev tso cai.

4. Yog koj pom hais tias yam hais tas los no tsis tau zoo txaus, muaj daim ntawv sau txog kev tsis txaus siab hauv lub tsev kawm ntawv thiab hauv koog tsev kawm ntawv losyog hauv phab website:

<http://www.scusd.edu/personnel/PSL-FO89%20Complaint%20Form.pdf>

Koj mus luam tawm hauv Xeev California phab website ntawm: <http://www.cde.ca.gov/re/cp/uc>

Yog koj muaj lwm yam lus nug, thov hu xovtooj mus rau cov Thawj Coj, Txheej Txheem Qhia Ntawv thiab Kev Txhim Kho Rau Sab Kev Txhawb Siab, ntawm (916) 643-9120: Graciela Albiar-Gates lossis Ed Marquez.