Pasadena Unified School District

Formal Level One (1)—Immediate Supervisor’s Response

Date of receipt of Formal Level One (1) Grievance: ________________

Response to the grievance: ____________________________________________
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Signature of Immediate Supervisor                 Date

Formal Level One (1) Grievance must be attached to this response.

Copy to: □ UTP Member        □ Site Rep        □ UTP Contract Management Chair
         □ UTP President    □ CTA Staff       □ District Grievance Officer    □ Other