



## WILLIAMS ACT COMPLAINT PROCEDURES FORM

Education Code 35186 created a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, or teacher vacancy or misassignment. The complaint and response are public documents as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

**NOTE:** Please use *Complaint Form (E1312)* for all Uniform Complaints and other Non-Uniform Complaints that are not Williams Complaint related.

Response requested?  Yes  No

Contact information: (if response is requested)

Name:

---

Address:

---

Phone number:

---

E-mail address, if any:

---

Date problem was observed:

---

What is the subject of this complaint:

---

---

---

School name/address:

---

---

Course title/grade level and facilitator name:

---

---