

Describe your attempts to discuss and resolve this complaint with the classroom teacher or site principal. _____

How do you propose that your complaint be resolved? _____

I understand that as a result of filing this complaint, the District's Assistant Superintendent of Instructional Services may request additional information from me about this complaint, and if such information is available, I shall present it upon request.

I also understand that a copy of the complaint will be given to the person (s) against whom this complaint is being made, and he/she will be given the opportunity to respond in writing to this complaint.

I certify under penalty of perjury that the foregoing is true and correct.

Executed this _____ day of _____ 20__,

at _____, California.

Signature of Complainant