



WILLIAMS UNIFORM COMPLAINT PROCEDURE FORM
FOR EDUCATION CODE 35186 COMPLAINTS

Education Code 35186 to create a procedure for the filing of complaints concerning deficiencies in instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, and teacher vacancy or misassignment. The complaint and response are public documents are provided by statute. Complaints may be filed anonymously.

Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below. Response requested? Yes No

Name (Optional): Mailing Address (Optional):

Phone Number: Day (Optional): Evening (Optional):

Email Address, if any (Optional):

Issue(s) of the complaint: Please check all that apply:

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

- 1. Textbooks and instructional materials
2. Facility conditions: (Education Code 17592.72, 35186, 35292.5, 35292.6; 5 CCR 4683)
3. Teacher vacancy or misassignment: (Education Code 35186; 5 CCR 4682, 5 CCR 4600)

Date Problem was observed: Location of the problem that is the subject of this complaint (School, Address, & Room # or location)

School Name: School Address:

Room Name/Room Number/Location: Course Title/Grade Level: Teacher:

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary to fully describe the situation. For complaints regarding facilities, conditions, please describe the emergency or urgent facilities condition and how that condition poses a threat to the health or safety of students or staff.

Please file this complaint with: Office of the Superintendent, 8849 Cook Riolo Road, Roseville, CA 95747, (916) 770-8800

Please provide signature below. If you wish to remain anonymous, a signature is not required.

However, all complaints, even anonymous ones, should be dated.

Signature : Date:

Date Received: Date Resolved: Resolution: