

## General Complaint Form

Name of Complainant \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone \_\_\_\_\_

Name of School \_\_\_\_\_

If complaint is regarding a staff member, name of staff member(s):

\_\_\_\_\_

Please provide a brief but specific summary of the complaint and the facts surrounding it.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe any prior attempt to resolve the complaint.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Resolution requested.

\_\_\_\_\_  
\_\_\_\_\_

### **BOARD POLICY REFERENCE:**

1312.3 – UNIFORM COMPLAINT PROCEDURES  
Contains board policy (BP)

