

COMPLAINTS CONCERNING DISTRICT EMPLOYEES

COMPLAINT AGAINST SCHOOL PERSONNEL

ROSEVILLE JOINT UNION HIGH SCHOOL DISTRICT

1750 Cirby Way, Roseville, CA 95661

Directions: This form is to be used only after informal discussion between the complainant and the employee about whom the complaint is being made has failed to resolve the issue.

Name _____

Address _____

Home Phone _____

Cell Phone _____

Work Phone _____

Student Name (if applicable) _____

Grade _____

School Name (if applicable) _____

Name of Employee Who Is Subject of Complaint _____

Names of Parties Who Attended Informal Resolution Meeting _____

Details of the Complaint (attach supporting documents and additional pages, if needed)

Specific Remedy Sought _____

I declare under penalty of perjury under the laws of the State of California that I have made true, correct and complete answers and statements on the complaint form and/or any attachment to this complaint form.

Signature _____

Date _____

Received by _____

Date _____

All complaints related to district personnel other than administrators shall be submitted to the principal or immediate supervisor. Complaints related to a principal or district office administrator shall be submitted to the Assistant Superintendent, Personnel Services, 1750 Cirby Way, Roseville, CA 95661. Complaints related to the Superintendent or a board member shall be submitted to the Board of Trustees.