

KE2—Public Concerns and Complaints Form

(This Form is to be submitted to the Administrator)

Person(s) or group filing complaint: _____

Complainant's address: _____ Phone: _____

Complainant's E-mail: _____

Date complaint is filed: _____

Has problem been discussed with the administration?

(please circle) Yes No Date: _____

If you answered "No" please explain: _____

Summary of the complaint (description of incident or event, including date, place, time, additional persons, alleged problem, and suggested solution):

Identification of other witnesses or persons with information about this concern:

I (We) attest this information is true and accurate,

Signature