

CIRRUS ACADEMY AND CHARTER SCHOOL

EMPLOYEE COMPLAINT FORM

Name of Complainant _____

Mailing Address _____

Home Phone _____ Cell Phone _____ Work Phone _____

Email Address _____ Department or School _____

Position _____

Under separate cover, please respond to the following. Please attach additional statements and/or evidence that may substantiate your declaration.

1. Give reference or description of statute, policy, rule or regulation alleged to have been violated or misapplied:
2. Give a brief statement of allegations showing the violation or misapplication of the statute, policy, rule or regulation.
3. Give statement as to how the alleged violation or misapplication substantially affects complainant in the employment relationship.
4. Give state of relief sought by complainant.

The undersigned Cirrus Academy and Charter School employee hereby makes this complaint pursuant to Cirrus Academy and Charter School Board of Governance Policy and shows that the facts stated above are true and correct.

Employee's Signature

Date

Administrator's Signature

Date