

Evidence of misconduct, i.e. letters, photos, etc. (attach evidence if possible): _____

Any other information (may use additional sheets if necessary): _____

Remedy Sought: _____

I agree that all the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

If the allegation involves a student, return this form to:

Marla Padget, Executive Director of Student & At-Risk Services
Education Service Center
1516 Washington St.
Waterloo, Iowa 50702
319-433-1801

For allegations involving nonstudents, return this form to:

Kingsley Botchway II
Chief Officer of Human Resources & Equity
Education Service Center
1516 Washington St.
Waterloo, Iowa 50702
319-433-1800

For allegations of violation of District policy, form should initially be turned into building administrator. If the complaint is not resolved, employee may file a written request for a conference with:

Kingsley Botchway II
Chief Officer of Human Resources & Equity

ADOPTED: 11/13/00
6/3/04
12/11/06
7/9/07
5/1/08

Reviewed: 6/3/04, 11/9/06, 7/9/07, 5/1/08, 2/3/11, 2/7/19