

ALLIANCE CHARTER ACADEMY
KL - COMPLAINT FORM

To:

- ☐ Executive Director (Form required)
- ☐ Board Chair (Form required)
- ☐ Board Vice-Chair (Form required)

**Additional pages may accompany form*

Person Making Complaint:	
Phone Number:	
Email:	

Nature of Complaint:	
Who should we talk to and what evidence should we consider?	
Suggested solution/ resolution/ outcome:	
Signature of Complainant:	
Date:	

For Office Use Only	
Disposition of Complaint:	
Signature:	
Date:	

cc: School Office