



# Poudre School District

## KEC-E - PUBLIC CONCERNS/COMPLAINTS FORM

(Must be filed within 60 days of incident)

School or site location of incident(s):

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Date(s) of incident(s):

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Description of your concern (attach information where necessary—please sign your name on all attachments):

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Outcome you are requesting:

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Name: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Address:

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(Administrator) has reviewed your concern. The following action has been taken:

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Date: \_\_\_\_\_ Administrator Signature: \_\_\_\_\_

**Return to:**

Office of School Services  
Johannsen Support Services Center, 2407 Laporte Avenue, Ft. Collins, CO 80521

Approved: August 29, 1997  
Revised: October 11, 2004