



Education Center
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PUBLIC CONCERNS WITH SCHOOL EMPLOYEES

(This form to be submitted to Jed Bowman, Ph.D., Assistant Superintendent of Human Resources)

Name of person or group with the concern: _____

Address: _____

Phone: _____ E-mail: _____

Date: _____

Concern with:

Employee: _____

School or Department: _____

Grade Level or Content Area: _____

Has the problem been discussed with the employee(s) in question?

Yes No If yes, date of discussion: _____

Has the problem or concern been discussed with the employee's supervisor?

Yes No If yes, date of discussion: _____

Name of Supervisor: _____

Indicate the type of concern:

Communication (verbal, written, phone, e-mail)

Professional Responsibilities (tone, availability, clarity of expectations)

Instructional (grades, class content, structure)

Other (please specify)

Other individuals that should be contacted regarding the concern:

Expectations for resolution: _____

For administrative use only

Date of resolution: _____

Resolution indicated: _____

Communication or Summary Report? Yes No If yes, please attach.