



## Family Concern Form – Level Two (Chief Instructional Officer)

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This form must be filled out completely by a student or parent appealing a Level One decision to the Chief Instructional Officer or designee.

1. Student's Name \_\_\_\_\_ Grade \_\_\_\_\_ Campus \_\_\_\_\_
2. Parent's Name \_\_\_\_\_ Daytime Phone \_\_\_\_\_
3. Date of Incident \_\_\_\_\_
4. Please write a brief description of the incident  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Has this incident been reported to anyone else? \_\_\_\_\_
6. What remedy do you seek to this complaint?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Attach a copy of your original, Level One complaint.
8. Attach a copy of your Level One decision.

\_\_\_\_\_  
Student/Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received By

\_\_\_\_\_  
Date

Please provide the student/parent a copy of this report at filing.