



SIOUX FALLS SCHOOL DISTRICT 49-5 COMPLAINT INVESTIGATION FORM

PUBLIC

Concerns and complaints about professionalism or the job performance of employees need to be handled with care and discretion. The Sioux Falls School District has the obligation to ensure that the behavior and conduct of employees is acceptable and conducive to learning. Concerns and complaints cannot be ignored. Due process rights of employees also need to be upheld. Specific personnel evaluations or disciplinary actions will not be disclosed.

Complainant Name _____

Address _____

Phone _____

Date of Alleged Incident(s)/Conduct _____

Name of staff member(s) who engaged in the conduct _____

List any witnesses _____

Describe the incident(s)/conduct as clearly as possible. (Attach additional pages if needed)

This complaint is filed based on my honest belief that _____ has engaged in conduct involving one or more of the following (mark all that apply):

Professionalism

Job Performance

Complainant Signature _____

Date _____

Received by _____

Date _____