

EASTERN LEBANON COUNTY SCHOOL DISTRICT

180 Elco Drive, Myerstown, PA 17067
717-866-7117; Fax 717-866-7084
<http://www.elcosd.org>

Alternative Education for Disruptive Youth

Complaint Form

You may make copies of this form, use additional paper, or call/email the (AEDY Program or LEA) at (contact information) for additional copies.

My preferred method of contact is:

By phone (please provide number): _____

Best time during normal business hours to call: _____

By email (please provide email address): _____

In person at a public facility during normal business hours. The location would probably be a school or Intermediate Unit building to permit duplication of documents.

Are you filing this complaint on behalf of a specific child? Yes No

Please provide your contact information, relationship to child, and signature.

Name: _____

Address: _____

Home Phone Number: _____

Work Phone Number: _____

Mobile Phone Number: _____

E-mail: _____

ELCO Together: One community, one school district, creating learning opportunities for each student, every day.

Relationship to child or children:

Parent Attorney Advocate Other

Name and address of the residence of the child: _____

Child's school and school district: _____

Is the child currently in school? Yes No

If so, where is the child's current program: _____

Complete **only** if the complaint is filed on behalf of a homeless child or youth.

Contact Person: _____ Phone Number: _____

On or about what date did the violation occur? Date: _____

To clarify my allegations, I would like the ELCO School District to interview the following person(s). (Optional)

Name: _____ Title: _____ Phone/Email: _____

Name: _____ Title: _____ Phone/Email: _____

Name: _____ Title: _____ Phone/Email: _____

Provide a statement about the violation or issue, which you believe has occurred. Please include a description of the problem.

List the facts that support your statement.

What is your proposed solution to this problem?

Please return the form to: ELCO School District, Director of Pupil Services, 180 ELCO Drive
Myerstown PA 17067

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