



Details of the attempt to informally resolve the complaint (additional pages as needed):

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Specific remedy sought (additional pages as needed):

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**NOTE: A copy of the complaint form will be given to the employee to allow the employee to respond to the complaint.**

I declare under penalty of perjury under the laws of the State of California, that I have made true, correct and complete answers and statements on this complaint form and/or any attachment to this complaint form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received by

\_\_\_\_\_  
Date

**NOVATO UNIFIED SCHOOL DISTRICT**  
*August 6, 2013 Novato, California*