



33030 Road 228, North Fork, California 93643
Mailing: PO Box 400, North Fork, California 93643
559 877-6209 559 877-2065 FAX
www.chawanakee.k12.ca.us

Darren Q. Sylvia
Superintendent

Dear Parent/Guardian/Community Member:

The Board of Trustees understands that the attached complaint procedure can be complex and time consuming if taken to level five. Your patience and effort will help to assure that the District protects the rights of individuals and follows due process requirements.

Written accounts of complaints are necessary to eliminate ambiguity and assure that documentation exists to provide a clear and complete account of concerns and events. Your efforts will offer the administration and school board the facts needed to make fair and impartial decision should the complaint advance to higher levels.

It is the Board's goal that concerns be resolved at the earliest level so that community members and employees can mutually agree to a plan that will improve the educational program. We are confident that in most cases this procedure will provide a fair and just resolution of differences.

Please do not hesitate to call the District Office if you have any questions or need assistance with any part of the process.

Sincerely,

Your School Board