

10. **DETAILED DESCRIPTION OF THE EDUCATOR CONDUCT:**

Please summarize the educator's conduct, providing specific examples of actions or words (attach additional sheets as necessary). Any supporting documentation should be attached to the complaint. Your description should answer the following questions: What happened? Who was involved? When and where did the conduct occur? Please also include victim's name, age and brief description, if applicable. Please also provide the names and contact information of any witnesses or other persons having information related to this matter.

11. If you have filed a complaint with any other entity or have filed criminal or civil charges, please identify the entity and attach a copy of the complaint and/or charges.

12. If you have contacted the superintendent, principal, administrator, or other school official about this matter, please list the names of the individual(s) contacted, identify the position held by the individual(s) listed, and attach any documents such as letters or notes documenting your contacts.

13. **COMPLAINANT'S CONTACT INFORMATION:**

Name and Address:

Email Address:

Daytime Telephone Number:

Home Telephone &/or Cell Number:

Best time to contact you:

14. **VERIFICATION:**

I verify, subject to the penalties of 9 GCA, Chapter 52, Sections 52.15 and 52.20 that the information above and the facts contained in this complaint and attachments are true and correct to the best of my knowledge.

Complainant's Signature

Date

Printed Name

CONFIDENTIALITY NOTICE

The educator misconduct complaint process is confidential. All information relating to complaints must remain confidential unless or until public discipline is imposed. Thus, the filing of an Educator Misconduct Complaint, GCEC's investigation of a complaint and the disposition of the complaint prior to the imposition of public discipline, as well as any and all information learned as a result GCEC's investigation, is strictly confidential.

TERRITORY OF GUAM
CITY OF HAGATNA

On the ____ day of _____, 201__, before me a Notary Public in and for the Territory of Guam, personally appeared _____, known to me to be the person whose name is subscribed to the within instrument, and acknowledged to me that they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the date and year first above written.
