



U.F.T. COMPLAINT FORM

REGARDING SERVICES FOR ENGLISH LANGUAGE LEARNERS (ELL)

This complaint form, for use by educators, parents and other concerned individuals, will ensure English language learners (ELLs) receive the services and supports they need to succeed. Tell us why you feel students are not receiving required educational services or parents' rights are not being respected, especially those required under Commissioner's Regulations Part 154. We also want to know if educators are receiving appropriate and sufficient professional development to help serve ELLs.

A UFT liaison will review this complaint form. You will receive a phone call or email to verify the information. The UFT liaison may also ask you to provide additional details about your complaint. The UFT liaison will then work with you to find a way to resolve the issue. **We will not share your name or any information with administrative, supervisory or managerial staff in the New York City Department of Education without your approval.**

NAME: _____ DATE: _____
FIRST, LAST

POSITION (e.g. Teacher, Parent, Paraprofessional) _____

EMAIL ADDRESS (NON-DOE): _____

MOBILE/HOME PHONE: _____ DISTRICT: _____

SCHOOL: _____

HAVE YOU DISCUSSED THIS COMPLAINT WITH:

- Student's parents
- Superintendent/District Office Staff
- Principal/Supervisor
- Field Support Center
- Your Chapter leader

AREA OF COMPLAINT *(check all that apply):*

English language Learners

- | | |
|---|---|
| <input type="checkbox"/> Student Initial Screening or Exiting Procedure
<input type="checkbox"/> Parental Involvement in Identification process
<input type="checkbox"/> Availability of Appropriate Programs (bilingual, English as a new language, dual language) | <input type="checkbox"/> Appropriate and Sufficient Professional Development
<input type="checkbox"/> Assignment of Inappropriately certified teacher to ELL program
<input type="checkbox"/> Other |
|---|---|

PLEASE PROVIDE A BRIEF SUMMARY OF YOUR COMPLAINT:

Please email this form to edejesus@uft.org.
You may also fax it to Evelyn DeJesus, Vice President for Education, (212) 514-8380.