

Date

RE: Case No. ###

###, District Administrator
###

, Wisconsin

Complainant

, Wisconsin

Dear ### and ###:

On ###Date complaint received###, a complaint was filed with the Department of Public Instruction by ###Complainant Name## against the ###School District. The department is in the process of investigating this complaint. The department is extending the 60-day timeline for this investigation. The department anticipates issuing a decision regarding this complaint no later than ###Date extended to##.

Should you have questions, contact ###Complaint Investigator## at (608) ##.

Sincerely,

DIVISION FOR LEARNING SUPPORT:
EQUITY AND ADVOCACY

Stephanie J. Petska, Ph.D., Director
Special Education

EXT/###

cc: ###Complaint Investigator, Special Education Team
###, Director, ##Special Education or Pupil Services, ## School District
###Parent if not the complainant, Parent