

STUDENTS / PERSONNEL

## Sexual Harassment Complaint Form

Please print:

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Another phone where you can be reached \_\_\_\_\_

During the hours of \_\_\_\_\_

I wish to complain against:

Name of person, school (department), program, or activity \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

Specify your complaint by stating the problem as you see it. Describe the incident, the participants, the background to the incident, and any attempts you have made to solve the problem. Be sure to note relevant dates, times, and places.

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Date of the action against which you are complaining \_\_\_\_\_

If there is anyone who could provide more information regarding this, please list name(s), address(es), and telephone number(s).

name

address

telephone number

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The projected solution:

Indicate what you think can and should be done to solve the problem. Be as specific as possible.

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I certify that this information is correct to the best of my knowledge.

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Signature of Complainant

The principal or designated administrator shall give one copy to the complainant and shall retain one copy for the file.

**DISTRICT CONTACT INDIVIDUALS**

Alan Robbins	High School Principal - Title IX Coordinator
Tyson Roe	High School Counselor - Title IX Investigations
Brenda Clarke	Elementary School Principal - Title IX Coordinator
Jennifer Wood	Middle School Counselor - Title IX Investigations
Matt Jensen	District Superintendent