

Sweet Home School District No. 55
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Title IX Formal Complaint

Please note that this complaint form provides an overview of certain rights and options under the Title IX Sexual Harassment grievance process. For full policy definitions and Sweet Home School District procedures, see <http://sweethome.k12.or.us/our-district/about/>

This form should be completed by any Title IX Complainant who seeks to have the Sweet Home School District process a complaint of “Title IX Sexual Harassment,” as that term is defined in Sweet Home School District Policy JBA/GBN, *Sexual Harassment*.

Although the Sweet Home School District cannot commit to keeping a Formal Complaint of Title IX Sexual Harassment confidential because of the Sweet Home School District’s obligation to investigate the Formal Complaint, the Sweet Home School District will not share information concerning the Formal Complaint beyond those who have a right or need to know.

Please contact Thad Holub, Title IX Coordinator at (541) 367-7115, if you have any questions regarding the process for filing or investigating complaints of Title IX Sexual Harassment.

Complainant(s) Name:	Address(es):
Telephone(s):	Email Address(es):
Respondent(s) Name(s):	Respondent(s) Relationship(s) to the Complainant(s):

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1. What is your role with the Sweet Home School District?

- Student
- Faculty
- Staff
- Other (describe):

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***Note: An individual must be currently enrolled, working, or otherwise participating or attempting to participate in the Sweet Home School District's "education program or activity," meaning locations, events, or circumstances over which the school exercises substantial control, in order to file a formal complaint of Title IX Sexual Harassment. Other individuals may be able to file a complaint under other anti-discrimination and harassment policies and procedures of the Sweet Home School District.*

2. Is/are the Respondent(s) enrolled or employed by the Sweet Home School District and, if so, what is/are the Respondent(s) role(s) with the Sweet Home School District (check all that apply)?

- Student
- Faculty
- Staff
- Other (describe):

- Not enrolled or employed by the Sweet Home School District

***Note: The Sweet Home School District may dismiss a formal complaint or allegation if, at any time during the investigation or hearing, the Respondent is no longer enrolled or employed by the Sweet Home School District.*

3. Where did the alleged sexual misconduct occur?

***Note: Conduct must occur in the United States and within the Sweet Home School District’s “education program or activity,” meaning locations, events, or circumstances over which the school exercises substantial control, in order to be within the scope of Sweet Home School District Policy JBA/GBN, Sexual Harassment. An individual may be able to file a complaint regarding conduct occurring elsewhere under other anti-discrimination and harassment policies and procedures of the Sweet Home School District.*

4. Check the box(es) below that best describe(s) the alleged incident (Note: may include online misconduct)

- Sexual harassment that is so severe, pervasive, and objectively offensive that it effectively denied you equal access to the school’s education program or activity (hostile environment sexual harassment)
- Stalking
- Sexual Assault
- Domestic Violence
- Dating Violence

An employee of the Sweet Home School District conditioned an aid, service, or benefit on your participation in unwelcome sexual conduct (quid pro quo sexual harassment)

Other (describe):

Date(s) of Incident(s) (or time frame during which behavior persisted):

Describe the alleged incident(s) with as much detail as possible including the place it occurred, date, time, and individuals involved:

Confidentiality

The Sweet Home School District will keep confidential the identity of any individual who has made a report or complaint of Title IX Sexual Harassment, including any individual who has made a report or filed a Formal Complaint of Title IX Sexual Harassment, any Title IX Complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as may be permitted by State law or the FERPA statute, 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder.

Retaliation

Neither the Sweet Home School District nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or the Sweet Home School District's Title IX policies or procedures, or because the individual has made a report or Complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this part.

Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or Sexual Harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or Formal Complaint of Sexual Harassment, for the purpose of interfering with any right or privilege secured by Title IX or the Sweet Home School District’s Title IX policies or procedures, constitutes retaliation. Complaints alleging retaliation may be filed according to the Sweet Home School District Policy JBA/GBN, *Sexual Harassment*.

Informal Resolution Option

The Sweet Home School District offers a Title IX Informal Resolution process to resolve allegations of Title IX Sexual Harassment other than those involving an allegation of harassment of a student by an employee. This process does not include a full investigation and hearing, but instead involves facilitation or mediation between the parties. You will be contacted about the option to participate in Informal Resolution if you wish to do so.

By signing this document, I assert that the information listed above is true to the best of my knowledge and that I am requesting the Sweet Home School District to investigate the Formal Complaint of Title IX Sexual Harassment.

Name:

Signature:

Date: Click or tap to enter a date.