



Title IX: Notice of Interview of a Party

[The written notice must be provided to any party with sufficient time for either party to prepare before any interview. This includes the initial interview of the Complainant.]

Date of notice and service:

Notice is hereby given, in accordance with 34 C.F.R. 106.45(b)(5)(v) that you are expected to attend an investigative interview on:

Name and Date:

Time:

Location:

The purpose of this investigative interview is to investigate a formal complaint of sexual harassment pursuant to Albert Lea Area School's Grievance Process. The formal complaint is as follows:

List of names of people who will attend this interview:

You have the right to have your advisor attend this interview. Your advisor may not participate in the interview. The district presumes the respondent is not responsible and the determination of responsibility will be made at the conclusion of the grievance process.

You are strongly advised that the School District's code of conduct prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

It is a violation of Policy 522 for any individual to intimidate, threaten, coerce, or discriminate against any individual to interfere with their rights under this process, or because that individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in any process described in this process.

Attached: Grievance Process; Policy 522