

TITLE IX FORMAL COMPLAINT FORM

I, _____, am filing a formal complaint of sexual harassment regarding _____ [insert name].

I am requesting that the School District investigate this allegation of sexual harassment. The conduct, as alleged, constitutes sexual harassment that satisfies [CHECK ALL THAT APPLY]:

- An employee of the school district conditioned the provision of an aid, benefit, or service on my participation in unwelcome sexual conduct.
- Unwelcome conduct that would be determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the School District's education program of activity
- Sexual assault
- Dating Violence
- Domestic Violence
- Stalking

DETAILS OF ALLEGATIONS

The following details are the details of the allegation(s) known at this time. If the details are unknown, please designate them as "unknown at this time".

Allegation

- a. Identity of Respondent: The individual who is being reported to be the perpetrator of conduct that could constitute sexual harassment is _____.

- b. Identity of Complainant: The individual who is reporting to be the victim of conduct that could constitute sexual harassment is _____.

- c. Conduct Allegedly Constituting Sexual Harassment:

[Please attach additional pages, if necessary]

d. Date of the Alleged Incident: The conduct is alleged to have occurred on the following date:

_____.

e. Location of the Alleged Incident: The conduct is alleged to have occurred at the following

location: _____.

You may file this formal complaint with the Title IX Coordinator in person, by mail, or by e-mail. The Title IX Coordinator can be reach at:

[NAME]	Assistant Superintendent of Human Resources
[POSITION/JOB TITLE]	Assistant Superintendent of Human Resources
[OFFICE ADDRESS]	400 E Lockwood Ave., St. Louis, MO 63119
[EMAIL ADDRESS]	TitleIX@wgmail.org
[TELEPHONE NUMBER]	314.918.4000

Title IX--Formal Complaint Form

Upon receiving your formal complaint, the Title IX Coordinator will promptly contact you. Please provide your contact information.

Name: _____

Email Address: _____

Phone Number: _____

Name

Signature

Date

Name of Parent or Legal Guardian
(Optional)

Signature of Parent or
Legal Guardian (Optional)

Date