

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating, developing, and inspiring our students for lifelong success.

Series Number 503.5.1P Adopted March 2022 Revised August 2024

Title Title IX Complaint of Discrimination or Harassment on the Basis of Sex

In accordance with Administrative Regulation 503.5AR (Title IX Sex Nondiscrimination Regulation, Grievance Procedure and Process), District 196 prohibits sex-based discrimination and harassment under Title IX. Persons may use this form to make a complaint to the District 196 Title IX Coordinator. Complaints of sex-based discrimination or harassment under Title IX will be processed using the procedures detailed in Administrative Regulation 503.5AR. Sex-based discrimination and harassment means discrimination and other harassment on the basis of sex, including on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity.

Name of person making report (please print) _____

Home address _____

Work address _____

Home phone (____) _____ Work phone (____) _____

Date(s) of alleged incident(s) _____

School(s) or District 196 program(s) involved _____

Name of person you believe discriminated against or harassed you or another person: _____

If the alleged discrimination or harassment was toward another person, identify that person *:

If the alleged discrimination or harassment was toward another person, are you the parent or guardian of that person: Yes No

List any witnesses who were present or who may have relevant information: _____

Where and when did the incident(s) occur? _____

*Complaints of sex-based harassment can only be made by the person subjected to the harassment OR a parent, guardian, or someone with the legal right to act on behalf of such person OR the Title IX Coordinator. Complaints of sex discrimination other than sex-based harassment may be made by the persons listed above, as well as any school district student or employee or any other person who was participating or attempting to participate in a school district education program or activity at the time of the alleged sex discrimination.

Describe the incident(s) as clearly as possible, including such things as what force, if any, was used; any verbal statements (i.e., threats, requests, demands, etc.); what, if any, physical contact was involved, etc. (Attach additional pages if necessary.)

This complaint is filed based on my honest belief that _____ has discriminated against or harassed me or another person on the basis of sex. I hereby certify that the information I have provided in this complaint is true, correct and complete to the best of my knowledge and belief. I am requesting that the district investigate this matter and process it as a complaint under Administrative Regulation 503.5AR.

Signature of Person Making Report **X** _____ Date _____

Please submit this form to the District 196 Title IX Coordinator:

Shelly Monson, Director of Human Resources
3455 153rd Street West
Rosemount, MN 55068-4946
shelly.monson@district196.org
651-423-7859

For District 196 Use Only: Date Report Received _____
--