TITLE IX SEXUAL HARASSMENT FORMAL COMPLAINT

A Title IX Sexual Harassment Formal Complaint is a document filed by a Complainant or signed by the Title IX Coordinator alleging sexual harassment against a Respondent and requesting the District investigate the allegation(s) of sexual harassment. The Complainant is an individual who is alleged to be the victim of conduct that could constitute sexual harassment under Title IX. At the time of the Formal Complaint, the Complainant must be participating in or attempting to participate in the education program or activity of the District. The Formal Complaint may be filed with the Title IX Coordinator in person or by mail or electronic mail at ***Amy Mahr, Director of Human Resources, 964 Spafford St., 847.838.8457, amahr@antioch34.com****. This form is available for submitting a Formal Complaint, but is not required. The Formal Complaint must contain the Complainant's physical or digital signature, or otherwise indicate that the Complainant is the person filing the Formal Complaint. A parent/guardian may file a Formal Complaint on behalf of a minor.*

Date: _____

Name: _____
Anonymous reports are accepted.

☐ **Student** ☐ **Parent/Guardian** ☐ **Employee** ☐ **Other (please specify):** _____

_____

If a student, specify school and grade: _____

If a parent/guardian or other, provide contact information: _____

_____

Person(s) reported as victim(s) of the alleged conduct:

Name: _____ School: _____ Grade: _____

Name: _____ School: _____ Grade: _____

Person(s) being reported as the alleged harasser(s):

Name: _____ ☐ Student ☐ Staff ☐ Other _____

Name: _____ ☐ Student ☐ Staff ☐ Other _____

Person(s) who witnessed or have knowledge of the alleged conduct:

Name: _____ ☐ Student ☐ Staff ☐ Other _____

Name: _____ ☐ Student ☐ Staff ☐ Other _____

Name: _____ ☐ Student ☐ Staff ☐ Other _____

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Approximate date(s) and time(s) of the alleged conduct: _____

_____

_____

_____

_____

Location(s) of the alleged conduct: _____

_____

_____

_____

_____

Description of the alleged conduct, including any related evidence (may use reverse side and/or additional pages if needed): _____

_____

_____

_____

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_____

_____

_____

By completing and signing this form, I attest that the information provided is true and accurate to the best of my knowledge.

Complainant Signature: _____ **Date**: _____

Title IX Coordinator Signature: _____ **Date**: _____

Only if the Title IX Coordinator is signing the Formal Complaint.

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