

CLINTONDALE COMMUNITY SCHOOLS

35100 Little Mack – Clinton Township, Michigan 48035 - 586-791-6300 – www.clintondaleschools.net

BOARD POLICY

Series 3000: Operation, Finance, and Property

3100 General Operations

3118-F-4 Notice of Additional Allegations Letter

New or additional allegations may arise during the course of an investigation. If the Investigator decides to investigate allegations that were not included in the initial Notice Letter, this Notice of Additional Allegations must be provided to the Complainant(s) and Respondent(s).

To be sent on District letterhead

[Date]

[Name]

[Address]

[City, State, Zip Code]

Re: Notice of Additional Allegations during Title IX Investigation

Dear [Name]:

On [Insert Date], you were notified that the District initiated a Title IX investigation into allegations that [Describe original allegations and identify parties] at [Insert location, if known] on or around [Insert date, if known].

In the course of our investigation, we received additional allegations that [Describe specific new allegations and identify parties] at [Insert location, if known] on or around [Insert date, if known].

[Choose Option 1 or 2.]

[Option 1 - Because they arise out of the same facts and circumstances as the original allegation(s), the new allegation(s) will be consolidated with the original allegations. A determination of responsibility as to all allegations will be made as part of the current Grievance Process. You will have the same opportunity to review any evidence related to the new allegations as with the original allegations.]

[Option 2 - The District will respond to these new allegations pursuant to its Title IX Sexual Harassment Policy. A separate Grievance Process may be initiated if either a Complainant or the Title IX Coordinator files a Formal Complaint.]

During the pendency of this investigation, [Respondent's Name] is presumed not responsible for the conduct described in the new allegations.

[NOTE: New allegations may not require another interview.]

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[Optional - As part of its investigation into these new allegations, the District would like to interview [Complainant's/Respondent's Name] on [Date]. [Complainant's/Respondent's Name] is entitled to bring an advisor of [his/her] choice, including an attorney, to the interview.]

If you have any questions about this process, please do not hesitate to contact me.

Sincerely,

[Title IX Coordinator]