



Title IX Formal Complaint Form

This complaint form provides an overview of certain rights and options under the Title IX Sexual Harassment grievance process. For full policy definitions and Eugene School District 4J procedures, see policy JBA/GBN Sexual Harassment and administrative regulation JBA/GBN-AR(2) Title IX Sexual Harassment Response and Complaint Procedure.

This form should be completed by any Title IX complainant who seeks to have the district process a formal complaint of Title IX Sexual Harassment, as that term is defined in district policy JBA/GBN Sexual Harassment and administrative regulation JBA/GBN-AR(2).

Although the district cannot commit to keeping a formal complaint of Title IX Sexual Harassment confidential because of the district's obligation to investigate the formal complaint, the district will not share information concerning the formal complaint beyond those who have a right or need to know.

Please contact Dr. Morgan Christensen at titleixcoordinator@4j.lane.edu if you have any questions regarding the process for filing or investigating complaints of Title IX Sexual Harassment.

Complainant(s) Name:	Address(es):
Telephone(s):	Email Address(es):
Respondent(s) Name(s):	Respondent(s) Relationship(s) to the Complainant(s):

--	--

1. What is your role with the district?

Student

Staff

Other (describe):

***Note: An individual must be currently enrolled, working, or otherwise participating or attempting to participate in the district's "education program or activity," meaning locations, events, or circumstances over which the school exercises substantial control, in order to file a formal complaint of Title IX Sexual Harassment. Other individuals may be able to file a complaint under other anti-discrimination and harassment policies and procedures of the district.*

2. Is/are the Respondent(s) enrolled or employed by the district and, if so, what is/are the Respondent(s) role(s) with the district (check all that apply)?

Student

Staff

Other (describe):

Not enrolled or employed by the district.

***Note: The district may dismiss a formal complaint or allegation if, at any time during the investigation or hearing, the Respondent is no longer enrolled or employed by the district.*

3. Where did the alleged sexual misconduct occur?

***Note: Conduct must occur in the United States and within the district's "education program or activity," meaning locations, events, or circumstances over which the school exercises substantial control, in order to be within the scope of district policy JBA/GBN Sexual Harassment as it pertains to Title IX federal procedures. An individual may be able to file a complaint regarding conduct occurring elsewhere under other anti-discrimination and harassment policies and procedures of the district.*

4. Check the box(es) below that best describe(s) the alleged incident (Note: may include online misconduct)

- Sexual harassment that is so severe, pervasive, and objectively offensive that it effectively denied you equal access to the school's education program or activity (hostile environment sexual harassment)
- Stalking
- Sexual Assault
- Domestic Violence
- Dating Violence
- An employee of the district conditioned an aid, service, or benefit on your participation in unwelcome sexual conduct (quid pro quo sexual harassment)
- Other (describe):

Date(s) of Incident(s) (or time frame during which behavior persisted):

Describe the alleged incident(s) with as much detail as possible including the place it occurred, date, time, and individuals involved:

Confidentiality

The district will keep confidential the identity of any individual who has made a report or complaint of Title IX Sexual Harassment, including any individual who has made a report or filed a formal complaint of Title IX Sexual Harassment, any Title IX complainant, any individual who has been reported to be the perpetrator of sex discrimination, any Respondent, and any witness, except as may be permitted by state law or the FERPA statute, 20 U.S.C. 1232g, or FERPA regulations, 34 CFR part 99, or as required by law, or to carry out the purposes of 34 CFR part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder.

Retaliation

Neither the district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or the district's Title IX policies or procedures, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this part. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or the district's Title IX policies or procedures, constitutes retaliation. Complaints alleging retaliation may be filed according to the district Policy AC, Nondiscrimination, using the Formal Complaint Form available on the district website.

Informal Resolution Option

The district offers a Title IX Informal Resolution process to resolve allegations of Title IX Sexual Harassment other than those involving an allegation of harassment of a student by an employee. This process does not include a full investigation and hearing, but instead involves facilitation or mediation between the parties. You will be contacted about the option to participate in Informal Resolution if you wish to do so.

By signing this document, I assert that the information listed above is true to the best of my knowledge and that I am requesting the district to investigate the formal complaint of Title IX Sexual Harassment.

Name:

Signature:

Date: Click or tap to enter a date.