

Title IX Discrimination Complaint Form (including sexual harassment)

Office of Staff Support Services

(409) 331-3437

Office Location: 301 Pine St

Mailing Address: 505 N Charlton St

Woodville, TX 75979

To file a complaint with the Woodville ISD, please complete and Submit this form or call our office to make arrangements for a representative to meet with you.. If you are unable for any reason to complete this form and would like to make a verbal complaint, please call (409) 331-3437 or email jason.hicks@woodvilleeagles.org

Although Woodville ISD cannot commit to keeping a Title IX discrimination complaint confidential because of the Schools obligation to investigate the complaint, the School will use its best efforts not to disseminate information concerning the complaint beyond those who have a need to know.

Please feel free to contact our office if you have any questions regarding the process for filing or investigating complaints of discrimination (including sexual harassment).

Woodville ISD's Non-Discrimination Statement In compliance with Title IX of the Education Amendments of 1972, Title VI and VII of the Civil Rights Acts of 1964, Section 504 of the Rehabilitation Act of 1973, and other federal, state, and local laws, Woodville Independent School District does not discriminate on the basis of race, color, religion, age, sex, sexual orientation, gender identity or ethnic origin, disability, or veteran status in employment processes. The Director of Staff Support Services (Jason Hicks 409-331-3437) is the individual designated by the School to coordinate its efforts to comply with Title IX, Section 504 and other equal opportunity and affirmative action regulations and laws

Title IX Discrimination Complaint Form Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) is an all-encompassing federal law that prohibits discrimination based on the gender of students and employees of educational institutions which receive federal financial assistance. When the form has been completed and signed by you, and then signed by the Title IX Coordinator, your complaint has been properly received and noted by the School. We will provide you with a copy of this form as well as complete information about the Title IX complaint process.

The Title IX Coordinator and/or designee investigate complaints by faculty, staff, and students who believe themselves to be harmed by sexual harassment or discrimination and harassment related to gender.

I am filing this complaint as a: check one: (√)

Faculty

Staff

Student

Name _____

Department (if applicable)

School (if applicable)

Work Phone :

Home Phone:

Work Address

Home Address

Employee ID

Student ID

Have you brought this matter to the attention of any other department(s) at the School? If so, please list the name(s) and department(s) of all other persons with whom you have discussed this matter.

Type of Complaint Check all that apply (√)

Bullying Cyber bullying Gender Discrimination Gender Inequity Sexual Harassment Sexual Assault Sexual Misconduct Stalking Rape Retaliation Relationship Violence

Complaint: Describe your complaint. Please summarize below and attach additional pages describing your complaint if necessary.

Name of person or persons you believe committed the offense against you and how you have contact with them, e.g. supervisor, co-worker, faculty, customer.

Describe the corrective action you are seeking. Attach additional pages if necessary.

For retaliation complaints, please explain why you believe someone retaliated against you:

Witnesses (The relationship information requested means co-worker, supervisor, customer, faculty, etc.)

1. Relationship/ Telephone _____

2. Relationship /Telephone _____

3. Relationship/ Telephone _____

By signing below , I certify the aforementioned is true and correct

Your signature and Date _____

For the Title IX Coordinator and/or Designee

Complaint taken by

_____Signature

_____Print Name

_____Date

Woodville ISD 2020-2021

WHO ENFORCES TITLE IX?

The United States Department of Education’s Office for Civil Rights (OCR) is in charge of enforcing Title IX. Information regarding OCR can be found at www.ed.gov/about/offices/list/ocr/index.html.

COMPLAINTS UNDER TITLE IX AT WOODVILLE ISD

Students: If you are a student who believes you have been subjected to (1) sexual harassment by faculty or staff; or (2) any other form of gender discrimination under Title IX, you may report such misconduct or file a formal complaint with the Title IX Coordinator in the Office of Staff Support Services. Complaints must be submitted in writing not more than 300 days after the incident(s) in question. For good cause and at the Schools discretion, the writing requirement or the 300 day time limitation may be waived.

If you are a student who believes you have been or are the victim of sexual harassment, including sexual assault, sexual violence or other sexual misconduct, by another School student, you may report such conduct or file a complaint under Title IX with the Title IX Coordinator.

Employees: If you are an employee who believes you have been subjected to discrimination under Title IX, including sexual harassment, or who wishes to file a complaint under Title IX, you can do so with the Title IX Coordinator in the Office of Staff Support Services. Complaints must be submitted in writing not more than 300 days after the incident(s) in question. For good cause and at the Schools discretion, the writing requirement or the 300 day time limitation may be waived.

Federal and state laws prohibit the taking of retaliatory measures against any individual who files a complaint in good faith.

CONTACT INFORMATION:

Office of Staff Support Services

(409) 331-3437

Office Location: 301 Pine St

Mailing Address: 505 N Charlton St

Woodville, TX 75979