Policy ACA - SEXUAL HARASSMENT (Title IX) Formal Complaint and/or Request for Investigation
Iron County School District

Name: __________________________________________ Telephone Number:_____________________
Email Address: __________________________________ Preferred type of Communication: ______________________
District Department or School enrolled or employed: ______________________________________________________
I am (check one):          _____ Student                              _____Employee                         ____Parent/Guardian
                         _____Community Member                                 _____Vendor/Contractor

Type of Request

Check all that apply

___Discrimination
___Harassment
___Retaliation
___Bullying
___Cyber-bullying
___Hazing
___Abusive Conduct
___Sexual Harassment (Title IX)
___Unsure

If you are requesting an investigation of discrimination and/or harassment, please indicate the protected class(es) that relate to you/your complaint:

☐ __Age                     __Religion
☐ __Color                   __Sex
☐ __Disability              __Sexual Orientation
☐ __Gender                  __Veteran Status
☐ __Gender Identity         __Other (Describe)
☐ __Marital Status
☐ __National Origin
☐ __Pregnancy
☐ __Race

Additional Information

Please describe your concern or complaint in detail including the date/s the problem occurred. You may attach additional pages as necessary:

_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________

Provide the name of the individual(s) you wish to file a complaint against, their position and contact information, if known:

_________________________________________________________________________________________________
Overview of the Formal Complaint and Title IX Grievance Process

The filing of a Formal Complaint initiates the District’s grievance process for formal complaints of sexual harassment. The grievance process is outlined in Iron County School District’s Policy—ACA—Sexual Harassment (Title IX), and is in accordance with federal regulations (See, 42 U.S.C. 2000 et seq).

The District’s Title IX Coordinator will investigate the allegations in a Formal Complaint. If the alleged conduct in the formal complaint would not constitute sexual harassment as defined in 42 U.S.C. 2000 et seq, even if proved, or the alleged did not occur in the District’s education program or activity, the District will dismiss the formal complaint.

If a formal complaint is not dismissed, the investigation will be conducted in a reasonably prompt manner and will include: notice of the allegations to the parties; interviewing of the complainant and respondent and witnesses; collection of evidence; an opportunity to inspect and review evidence prior to completion of an investigative report with an opportunity to provide written feedback; and completion of the investigative report. An investigative report is forwarded to a decision-maker(s) to determine whether a policy violation has occurred. Once a determination is made both parties will be informed of the decision, and will be informed of rights to an appeal.

Supportive Measures

During the investigation grievance process a complainant or the respondent is entitled to supportive measures. Supportive measures refer to non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. These measures are designed to restore or preserve equal access without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the recipient's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work assignment or schedules, campus escort services, mutual restrictions on contact between the parties, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.

If you have additional questions or concerns, please contact the District’s Title IX Coordinator, Janette Stubbs, 435-868-4241, or janette.stubbs@ironmail.org

Based on the information provided from district policy, information from the meeting with a district Title IX coordinator and this form,

___ I am choosing to initiating a formal grievance process and formal investigation
___ I am choosing NOT initiate a formal grievance process and formal investigation at this time
___ I am choosing to participate in an informal resolution process (I understand that I can initiate a formal grievance process and formal investigation at any time during the informal resolution process)

Required Signatures

I state that the foregoing information is true and correct, and I understand that there are consequences for intentionally providing false information.

Signature _______________________________________ Date: _____________

Title IX Coordinator Signature _________________________________________ Date: _______________