

NOTICE OF FORMAL COMPLAINT OF SEXUAL HARASSMENT

The Battle Creek Public School District does not discriminate on the basis of sex in any educational program or activity that it operates. The District is required by Title IX (20 U.S.C. § 1681) and 34 CFR Part 106 not to discriminate in any such manner. This requirement not to discriminate also applies to admission and employment. Any inquiries about the application of Title IX may be referred to the District’s Title IX Coordinator, to the Assistant Secretary of the Office of Civil Rights, or both.

You are hereby notified that a formal complaint of sexual harassment has been filed against you pursuant to Board Policy 1211.

As required under federal law, the Battle Creek Public School District shall engage in the formal complaint process as outlined in Board Policy 1211 [attached].

Below are the allegations made in the formal complaint (or, the complaint is attached):

Complainant: _____

Date of alleged incident: _____

Location of alleged incident: _____

Alleged details of incident:

You have the following rights throughout this formal complaint process:

- You are presumed not responsible for any of the allegations alleged above until a formal investigation leads the decision-maker to a conclusion that the preponderance of the evidence establishes you have committed the above alleged conduct.
- You have the right to select an advisor of your choice to guide you through the formal complaint process, who may or may not be an attorney.
- You have the right to inspect and review evidence in this formal complaint process as outlined in Board Policy 1211.

Please note that knowingly making false statements or knowingly submitting false information during the complaint process is strictly prohibited by Board Policy 1211.

Title IX Coordinator: _____

Jeff Heimes, 605 West Martin St., Battle Creek, NE 68715, 402.675.6905, jheimes@bcpsne.info

Date: _____