**PLAINVIEW-OLD BETHPAGE CENTRAL SCHOOL DISTRICT**

**CONFIDENTIAL TITLE IX COMPLAINT FORM**

**COMPLAINANT:**

Last Name First Name MI

Address

Telephone (work, home, and/or cell)

**NATURE OF COMPLAINT:** (Check one or more)

 Sexual orientation

 Gender/sex

 Sexual Harassment/Violence

 Other

If other, please explain:

**PERPETRATOR(s):**

**DESCRIPTION OF COMPLAINT:**

Describe your complaint and why you believe this person discriminated/retaliated against you. Explain why you have contact with this individual, e.g. fellow student, supervisor, co‐worker, faculty,

parent, etc. Give date(s), time(s), place(s) the discrimination/retaliation occurred. (Attach additional

pages as necessary.)

**PREVIOUS ACTION:** 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.

**COMPLAINT DOCUMENTATION:** Explain any documentation supporting your complaint.

**CORRECTIVE ACTION SOUGHT:** (Attach additional pages as necessary.)

**WITNESSES:** (Relationship= co‐worker, supervisor, customer, faculty, etc.)

Name Title/Relationship Telephone

Name Title/Relationship Telephone

Name Title/Relationship Telephone

**DECLARATION:**

*I declare under penalty of perjury that the foregoing is true and correct. Your email address in lieu of your signature if this complaint is filed via email.*

Signature Print Name Date

To file a complaint with the Plainview-Old Bethpage CSD, please complete and mail, email or bring this form to the appropriate office as listed above. Or, you may call the appropriate office to make arrangements for a representative to meet with you there or at another location. If you are unable for any reason to complete this form and would like to make a verbal complaint, please call to schedule an appointment.

Although the school district cannot commit to keeping a complaint of discrimination confidential because of the district’s obligation to investigate the complaint, the district 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 offices if you have any questions regarding the process for filing or investigating complaints of discrimination (including sexual harassment).