

**Snohomish School District No. 201
Title IX Discrimination Inquiry Form
for Community Members**

Under the provisions of Title IX of the Education Amendments of 1972 and Chapter 28A.640 RCW, no person will be excluded from participation in, be denied the benefits of, or be subjected to discrimination on the basis of sex under any education or employment program or activity in the public school system.

In compliance with Title IX and Chapter 28A.640 RCW, this process has been established to allow employees to alert the district to areas requiring correction or modification. See district policy and procedures No. 4220 – 4220P.3, Community Relations, Complaints Concerning Staff or Programs: Nondiscrimination.

Upon completion of this form, please file it with the Snohomish School District Title IX compliance officer Executive Director of Human Services (360) 563-7285.

Name _____ Telephone No. () _____

Address _____ City _____ State ____ Zip _____

1. Please state concern(s): _____

2. Give the grounds for your complaint, including all names, dates and places necessary to the understanding of the situation: _____

3. State the resolution or remediation sought: _____

4. This matter has been discussed with the teacher, supervisor or individual(s) involved: Yes ___No___.
If "yes," to whom have you spoken? Name(s) and date(s): _____

5. Results of your discussion(s): _____

I understand that:

1. The School District may request further information about this complaint and, if such information is available, I will present it upon request.
2. A copy of this complaint will be given by the School District to the staff member person again whom this complaint is being made and his/her supervisor, and the staff member and his/her supervisor will be given the opportunity to respond to this complaint in writing or in person.
3. If this complaint is submitted to the board for its review, the staff member may request that the board discuss the complaint in an open meeting, or in an executive session in the presence of the staff member. If an executive session is held, press and public are excluded.
4. The board may discuss the complaint in an executive session, but any formal actions by the board must take place in an open meeting.

Signature _____ Date _____

(You may use additional pages to describe your complaint more fully if you so desire.)

Rev. 5/2018