1	No.		
	INU.		

TITLE VI / VII / IX INTERNAL COMPLAINT FORM

NAME OF COMPLAINANT	TELEPHONE NUMBER
ADDRESS	
RELATIONSHIP TO THE SCHOOL DISTRICT:	
STUDENT	
EMPLOYEE	
TEACHER	
OTHER	(POSITION)
OTHER	(DESCRIBE)
STATEMENT/NATURE OF COMPLAINT (INCLUDI	NG DATE OF ALLEGED DISCRIMINATION):
WHAT ACTION ARE YOU REQUESTING? (i.e. RE	LIEF SOUGHT):
COMPLAINANT	DATE
Internal Office Use Only	
DATE RECEIVED BY DISTRICT'S CIVIL RIGHTS (COORDINATOR:

INTERNAL COMPLAINT - STEP 1 INVESTIGATION/CONFERENCE WITH CIVIL RIGHTS COORDINATOR

A CONFERENCE WAS HELD ON		, AT		
	(Date)	, , , , , , , , , , , , , , , , , , , ,	(Time)	
AND MATTERS PERTAINING TO THE	FOLLOWING	ALLEGED COM	IPLAINT WERE	DISCUSSED.
BRIEF DESCRIPTION OF ALLEGED C	OMPLAINT:			
DISPOSITION OF ALLEGED COMPLA	INT:			
DISTRICT'S CIVIL RIGHTS COORDIN	ATOR		DATE	
IF YOU WISH TO APPEAL THIS DIDELIVER TO THE SUPERINTENDEN OF THE CIVIL RIGHTS COORDINATO	IT'S OFFICE V	WITHIN FIVE (5		
COMPLAINANT			DATE	
Internal Office Use Only				
DATE RECEIVED BY SUPERINTENDE	ENT'S OFFICE	i:		

INTERNAL COMPLAINT - STEP 2 APPEAL TO SUPERINTENDENT

DATE RECEIVED BY SUPERINTENDENT'S O	FFICE:
DATE OF INFORMAL HEARING (if applicable):	·
DISPOSITION OF COMPLAINT:	
-	
SUPERINTENDENT	DATE
IF YOUR WISH TO APPEAL THIS DECISION	TO THE BOARD OF EDUCATION, SIGN BELOW AND /ITHIN FIVE (5) SCHOOL DAYS OF RECEIPT OF THE
COMPLAINANT	DATE
Internal Office Use Only	
DATE RECEIVED BY TREASURER'S OFFICE	:

INTERNAL COMPLAINT - STEP 3 APPEAL TO BOARD OF EDUCATION

DATE RECEIVED BY BOARD OF EDUCATION (i.e. IN TREAS	JRER'S OFFICE):	
DATE OF MEETING WITH BOARD:		
DISPOSITION OF ALLEGED COMPLAINT:		
PRESIDENT BOARD OF EDUCATION	DATE	
11/19/12		

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