

DISCRIMINATION COMPLAINT FORM

Date of complaint: _____

Name of Complainant: _____

Are you filling out this form for yourself or someone else (please identify the individual if you are submitting on behalf of someone else):

Who or what entity do you believe discriminated against, harassed, or bullied you (or someone else)?

Date and place of alleged incident(s):

Names of any witnesses (if any):

Nature of discrimination, harassment, or bullying alleged (check all that apply):

- | | | |
|------------------------|--------------------|-------------------------|
| Age | Physical Attribute | Sex |
| | Physical/Mental | |
| Disability | Ability | Sexual Orientation |
| | | Socio-economic |
| Familial Status | Political Belief | Background |
| | Political Party | |
| Gender Identity | Preference | Other – Please Specify: |
| Marital Status | Race/Color | |
| National Origin/Ethnic | | |
| Background/Ancestry | Religion/Creed | |

In the space below, please describe what happened and why you believe that you or someone else has been discriminated against, harassed, or bullied. Please be as specific as possible and attach additional pages if necessary.

I agree that all of the information on this form is accurate and true to the best of my knowledge.

Signature: _____ Date: _____

If the allegation involves a student, return this form to:

Sheena Canady, Director of Student Services
Education Service Center
1516 Washington St. · Waterloo, Iowa 50702 · 319-433-1800

For allegations involving nonstudents, return this form to:

Anthony Spurgetis, Chief Human Resources & Equity Officer
Education Service Center
1516 Washington St. · Waterloo, Iowa 50702 · 319-433-1800

For allegations of violation of district policy, form should initially be turned into building administrator. If the complaint is not resolved, employee may file a written request for a conference with:

Anthony Spurgetis, Chief Human Resources & Equity Officer

Cross Ref.: 103.1 Anti-Bullying/Harassment Policy for Students and Adults
109.0 Complaints by Citizens
402.4 Equal Employment Opportunity/Affirmative Action Policy
403.51 Resolution Of Employee Complaints

ADOPTED: 11/13/00
6/3/04
9/2/05
11/9/06
5/1/08

Reviewed: 6/3/04, 9/2/05, 11/9/06, 5/1/08, 12/2/10, 2/4/16, 1/6/22