



TITLE IX COMPLAINT FORM

The District complies with the Civil Rights Laws, including but not limited to Title IX of the Education Amendments of 1972. It is the express policy of the board of education to encourage student victims of sexual harassment to come forward with such claims.

Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions, or have their parents report these conditions, to the Title IX Coordinator. Any employee to whom such a report was made will provide notice of the report to the Title IX coordinator.

Title IX complaints can be submitted by contacting the Title IX Coordinator in person, by mail, by phone, by submitting this form, or by email at the contact information provided below:

Tony Childers

General Counsel

Address: Clara Luper Center for Educational Services

615 N. Classen Blvd.

Oklahoma City, OK 73106

Phone: (405) 587-0350

Email: TitleIX@okcps.org

Breeana Lyons

Title IX & HR Investigator

Address: Clara Luper Center for Educational Services

615 N. Classen Blvd.

Oklahoma City, OK 73106

Phone: (405) 587-0812

Email: TitleIX@okcps.org

COMPLAINANT'S PERSONAL INFORMATION

First and Last Name (Legal):

Street Address:

City:

State:

Zip:

Cell Phone Number:

Email:

School:

Student ID:

RESPONDENT'S INFORMATION - Please list the individual(s) alleged to have engaged in sexual harassment/prohibited conduct.

Respondent's Name:	Respondent's School/Department:
Respondent's Name:	Respondent's School/Department:
Respondent's Name:	Respondent's School/Department:

COMPLAINT INFORMATION

Type of Complaint:

- ☐ Sexual Harassment
- ☐ Sexual Assault
- ☐ Gender Based Harassment
- ☐ Dating Violence
- ☐ Stalking
- ☐ Retaliation
- ☐ Cyber Bullying
- ☐ Other _____

Dates incident(s) occurred:

Earliest: _____

Latest: _____

- ☐ Continuing Action

NATURE OF COMPLAINT	
Please specifically describe your complaint against the named person(s) in the previous section, including how the person(s) sexually harassed you, assaulted you, or retaliated against you. Please describe the behavior, comments, or incidents that caused you to file your complaint. (Identify: Who What, When, and Where)	

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.

Please attach additional sheets, if necessary.

WITNESS INFORMATION - please identify witnesses to the incident(s) or those who have knowledge of the incident(s). Please attach additional names if needed.

Witness Name #1:

Relationship to you:

Phone Number:

Email:

Witness Name #2:

Relationship to you:

Phone Number:

Email:

Witness Name #3:

Relationship to you:

Phone Number:

Email:

Did you discuss this matter with any of the witnesses previously identified? Please provide the name of the witness, the date you spoke to them, and method of communication.

Please identify any OKCPS administrators, employees, or law enforcement agency to whom you have reported your concerns:



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I, _____, attest that the information that I have provided above is correct and accurate.

Complainant Full Name

Complainant Signature

Date