



HPS Formal Complaint of Sexual Harassment Under Title IX

Complainant's Contact Information:

A complainant is an individual who is alleged to be the victim of sexual harassment.

Name:

Email Address:

Mailing Address:

Phone Number:

If parent/guardian is filing on behalf of complainant, please also include the name and contact information of parent/guardian.

Parent/guardian name:

Email Address:

Mailing Address:

Phone Number:

Respondent's Contact Information, if known:

A respondent is an individual who is reported to be the perpetrator of sexual harassment.

Name:

Email Address:

Mailing Address:

Phone Number:

Description of Conduct Alleged to Constitute Sexual Harassment:

Please provide a detailed description of what occurred and, to the extent possible, include dates, times, locations, witnesses, and any other relevant evidence. If witness contact information is known, please provide that as well.



Request for an Investigation

In order to initiate the formal complaint grievance process under Title IX, a complainant (or parent/guardian) must affirmatively request an investigation of the sexual harassment allegations. Please indicate below whether you are requesting an investigation.

I am requesting an investigation by the District of the above allegation(s) of sexual harassment.

Yes _____ No _____

Signature

Date of Signature

Printed Name

In accordance with the [Title IX Grievance Procedure](#), please return this form to the appropriate Title IX Coordinator listed below. If your complaint involves both students and employees, please return this form to both Title IX Coordinators.

Title IX Coordinator: Students

Marisol Rivera Barresi
57 Suffolk ST
Holyoke, MA 01040
mrbarresi@hps.holyoke.ma.us

Title IX Coordinator: Employees

Beth Gage
57 Suffolk ST
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