



Dedicated To Continuous Growth For All

April 2022

██████████

**RE: Notice of a Formal Complaint of Sexual Harassment**

Dear ██████████

This notice is intended to inform you that a formal complaint alleging sexual harassment under Title IX has been filed by a complainant or signed by the Title IX Coordinator with the District. You are being provided this notice because you are a party to this formal complaint.

Enclosed please find a copy of the District's sexual harassment policy, including the District's Title IX grievance process for this formal complaint and the District's informal resolution process. Please be informed that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. Please also be aware that the parties may request to inspect and review evidence that is directly related to the allegations raised in the formal complaint.

The parties may have an advisor of their choice, who may be, but is not required to be, an attorney. Please also be aware that, as provided in Policy 2266, the District prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

Please be advised of the following allegations that potential constitute sexual harassment:

**After being informed that a student's preferred pronouns were "they/them," ██████████ engaged in conduct based on gender identity toward the student including using incorrect pronouns and conduct that was harassing in nature.**

At the District's discretion, conduct that is investigated using the District's grievance process for allegations of Title IX sexual harassment will be assessed under all relevant legal standards and all applicable District policies, rules, and codes of conduct.



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If, during the investigation, the District decides to investigate allegations about the complainant or respondent that are not included in the notice, the District will provide notice of the additional allegations to you. This notice is being provided to the parties with sufficient time to prepare a response before any initial interview.

Sincerely,

*Chad Ramming*

Chad Ramming  
Kiel Area School District

Enclosure: Sexual Harassment Policy/Grievance Process for Formal Complaints