

Series 4000: District Employment

4100 Employee Rights and Responsibilities

4104-F-1 Discrimination/Retaliation Complaint Form

Employees, Officers, Contractors, Volunteers, Visitors, or other Non-Students shall use this form to report allegations of discrimination (including unlawful harassment) or unlawful retaliation.

Compliance Officer(s):

Mark Willson, Student Services Director

630. S. Lane St., Blissfield, MI 49228

517-486-2148 ext. 217

mwillson@blissfieldschools.us

Jolene Bills, Middle School Counselor

1305 Beamer Rd., Blissfield, MI 49228

517-486-4420 ext. 4206

jbills@blissfieldschools.us

Complaint No: _____

Complainant's Information

First Name	Initial	Last Name
------------	---------	-----------

Street Address: _____

City, State & Zip: _____

Phone: _____ Email: _____

Position Held: _____

Supervisor's Name: _____

Complaint Details

4104-F-1 Discrimination/Retaliation Complaint Form

Complaint: _____

Identify type of discrimination, harassment, or retaliation:

- | | | |
|---|---|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Gender | <input type="checkbox"/> National Origin |
| <input type="checkbox"/> Marital Status | <input type="checkbox"/> Race | <input type="checkbox"/> Pregnancy |
| <input type="checkbox"/> Disability | <input type="checkbox"/> Gender Identity | <input type="checkbox"/> Sexual Orientation |
| <input type="checkbox"/> Religion | <input type="checkbox"/> Military Service | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Height | <input type="checkbox"/> Weight | <input type="checkbox"/> Retaliation |
| <input type="checkbox"/> Sex: | <input type="checkbox"/> Other: _____ | |

Did the Complainant report the discrimination, including unlawful harassment, or retaliation to the Supervisor? Yes No

What additional facts show that a person discriminated, harassed, or retaliated against the Complainant?

Known Witnesses: _____

Additional sheets or documents may be attached to this complaint, if necessary.

What is the best way to contact you? Email Phone

Retaliation against a person who reports discrimination, including unlawful harassment, is prohibited.

4104-F-1 Discrimination/Retaliation Complaint Form

Complainant's Signature

Date

Please Print/Type Name

Internal Use Only

Date outcome of investigation reported to Complainant: _____