

GALLIPOLIS CITY SCHOOL DISTRICT  
61 State Street  
Gallipolis, OH 45631

LEVEL I INFORMAL CONFERENCE RECORD  
TITLE IX GRIEVANCE PROCEDURE

An informal Level I conference was held on \_\_\_\_\_ at \_\_\_\_\_, and  
(date) (time)  
matters pertaining to an alleged grievance were discussed.

\_\_\_\_\_  
Signature of Principal/Supervisor

\_\_\_\_\_  
Signature of Student/Employee

Complete form in triplicate

- One copy to Student/Employee
- One copy to Principal/Supervisor
- One copy to Teacher, if appropriate

This form to be used only when formal procedures are followed

GALLIPOLIS CITY SCHOOL DISTRICT  
FORMAL PROCEDURES FOR TITLE IX GRIEVANCE

No report, written or otherwise, required for informal procedures used in Level I.

LEVEL II

Date of Filing \_\_\_\_\_

Name of Complainant \_\_\_\_\_

Home Telephone \_\_\_\_\_

Home Address \_\_\_\_\_

School \_\_\_\_\_ Principal/Supervisor \_\_\_\_\_

Statement of Complaint and the Relief Sought \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Complainant

Date Received by Principal/Supervisor \_\_\_\_\_

Signature of Principal/Supervisor \_\_\_\_\_

Date of Conference \_\_\_\_\_

Disposition of Complaint \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Principal/Supervisor

\_\_\_\_\_  
Date

.....  
The complainant should file three (3) copies of this form with Principal/Supervisor

This form to be used only when formal procedures are followed

GALLIPOLIS CITY SCHOOL DISTRICT  
FORMAL PROCEDURES FOR TITLE IX GRIEVANCE

No report, written or otherwise, required for informal procedures used in Level I.

LEVEL II

Received by Hearing Officer \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Hearing Officer

Date of Conference \_\_\_\_\_

Disposition of Complaint \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Hearing Officer

\_\_\_\_\_  
Date



The complainant should file three (3) copies of this form with the Hearing Officer.

LEVEL IV

Received by Board of Education \_\_\_\_\_ Date \_\_\_\_\_  
Signature of President Board of Education

Date of Conference \_\_\_\_\_

Disposition of Complaint \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of President, Board of Education

\_\_\_\_\_  
Date



The complainant should file three (3) copies of this form with the Hearing Officer.

[Adoption date: August 6, 1991]