



*Beekman Charter School*  
**TIGERS**

Samantha Mann, Executive Director  
15190 A.M. Baker Rd.  
Bastrop, LA 71220  
Phone: 318-281-1743  
Fax: 318-281-0008

## Beekman Charter School Notice of Interview

*[To be provided to complainant(s) and respondent(s) prior to any interview or other meeting with sufficient time to prepare for the interview/meeting]*

Date: \_\_\_\_\_

Dear \_\_\_\_\_:

As you know from the Notice of Investigation, Beekman Charter School is conducting an investigation into a complaint of sexual harassment in which you are named as a party.

You will be interviewed by Beekman Charter School's Investigator(s),

\_\_\_\_\_ at 15190 AM Baker Rd., Bastrop, LA 71220, on the date of \_\_\_\_\_ at the time of \_\_\_\_\_. The purpose of this interview is to ask you questions about what you know or may know about the allegations in the complaint, including identifying and producing any relevant evidence and witness names for the Investigator's consideration.

The individuals present at this interview will be yourself, the Investigator, and other anticipated attendees may be: \_\_\_\_\_.

You are entitled to be accompanied by a support person, advocate, or attorney, at your own expense. However, any person accompanying you may not participate in the interview, answer questions on your behalf, or question the Investigator about any matter.

If you have any questions, please let me know.

Sincerely,

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Title IX Coordinator or Investigator

**We Believe All Children Can Succeed at High Levels**

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John Merritt, Principal Abigail Kilcrease, Business Manager	Kayce Waller, Elementary Assistant Principal Jessica Allred, Curriculum Supervisor	Amy Dantzler, Jr. High Assistant Principal Zemarcus Mays, Operations Manager
Heather Doles, Guidance Counselor	Jennifer Ellingburg, Guidance Counselor	