

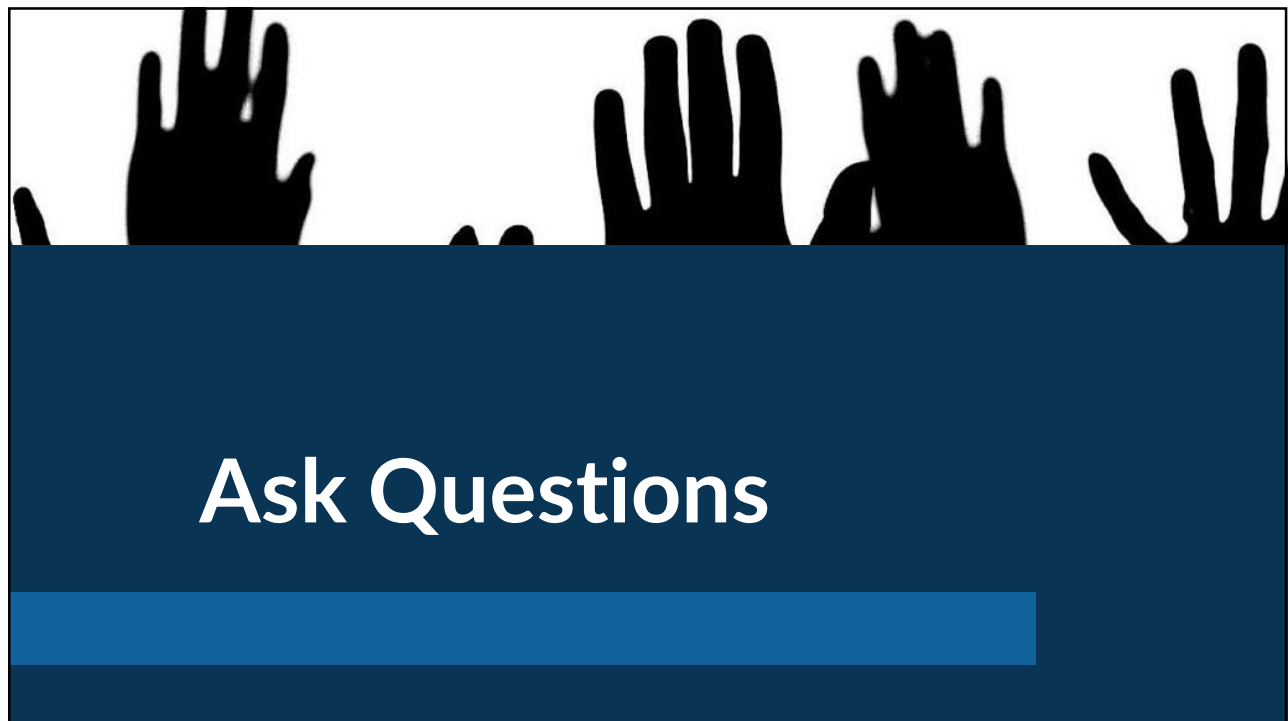


# Title IX Basic Training for K-12 Administrators

October 28, 2022  
Amy Dickerson

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1



## Ask Questions

2

# Why are we here?

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3



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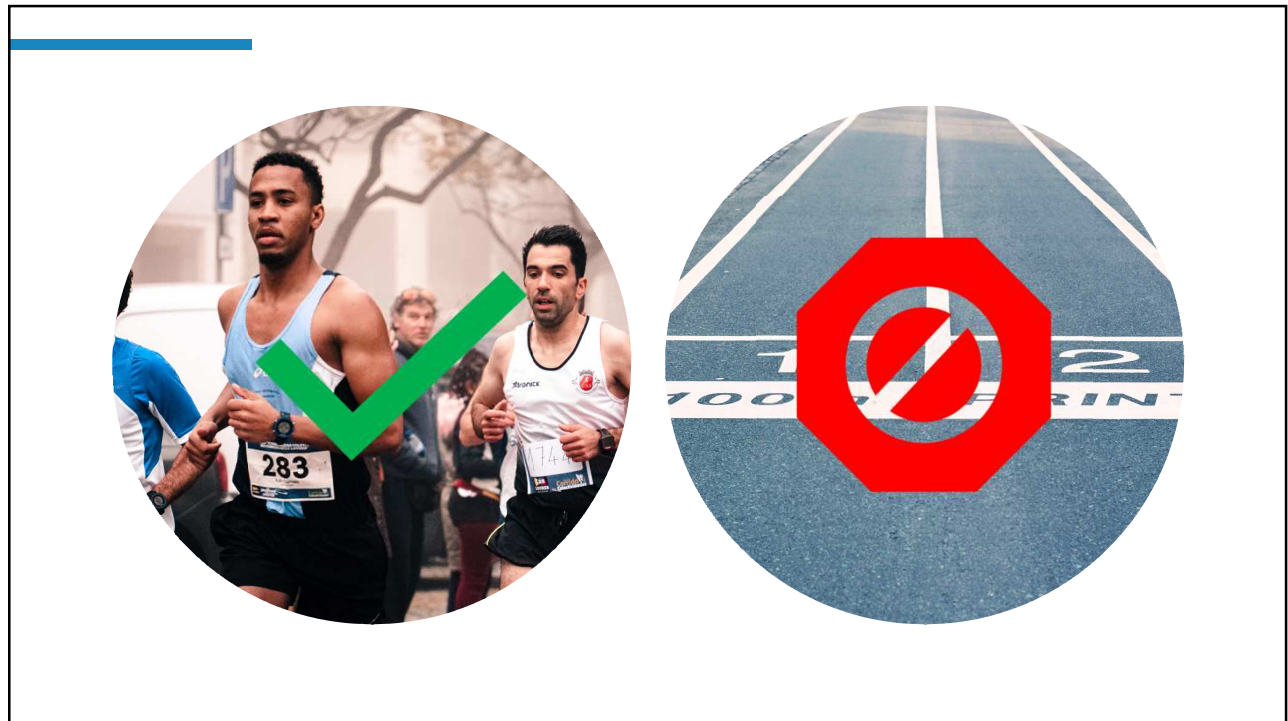


5

A photograph of a green street sign with white text that reads "Take Action". The sign is tilted slightly to the right and is mounted on a metal pole. The background of the sign is a clear blue sky with some light clouds. The sign is positioned in the upper center of the slide.

But not just any action, the right action for  
the conduct at issue!

6



7

Why is this so  
important?

---

8



1 in 4 women  
experiences sexual  
assault before age 18

10% of children are  
targets of educator  
sexual misconduct  
before high school  
graduation

48% of U.S. students are  
subject to sexual  
harassment or assault at  
school before graduating  
high school

In 2010-2011, 36% of  
girls, 24% of boys and  
30% of all students  
grades 7-12 experienced  
online sexual harassment

9

According to a 2017 report from  
the Justice Department, only

**23 percent**

of all sexual assaults are reported  
to the police.

10



11

*Harassment  
and assault can have  
long lasting,  
detrimental effects on  
victims*

12

## Effects on Individuals

Poor performance in  
school

Stress Disengagement Fear  
Distraction Anger Mistrust Conflict  
Acting out Absenteeism Lost Opportunities  
Suicide ANXIETY Drop-out  
DEPRESSION PTSD

13

*Unfair processes can  
have  
long lasting,  
detrimental effects on  
the parties*

14



## Responding to Harassment

*Is required by the law*

15

### ED Office for Civil Rights (OCR)



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## What is Title IX?

17



18

## Title IX Statute

(20 U.S.C. §§ 1681–1688)

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

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## What falls under Title IX?

Recruitment,  
Admissions, and  
Counseling

Financial  
Assistance

Athletics

Sex-Based  
Harassment

Treatment of  
Pregnant &  
Parenting Students

Discipline

Single-Sex  
Education

Employment

Retaliation

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## Title IX Regulations

(34 C.F.R. Part 106 – Amended as of 8/14/2020)

- Prohibit discrimination on the basis of sex
- Establish procedural requirements
  - Policy + detailed grievance procedure
  - Designation of Title IX coordinator(s)
  - And many more requirements!

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## When Must the School Respond to Sexual Harassment?

22

## It Depends Who [Well, Which Law] You Ask

### Employment

- Illinois Human Rights Act
- Title VII
- Title IX

### Students

- Illinois Human Rights Act
- Illinois Sex Equity Regulations
- Title IX

23

## When must a school respond to Title IX sexual harassment?

A school with actual knowledge of [Title IX] sexual harassment in an education program or activity against a person in the United States must respond

24

## When must a school respond to Title IX sexual harassment?

A school **with actual knowledge** of [Title IX] sexual harassment in an education program or activity against a person in the United States must respond

25



### Actual Knowledge

1. Sense
2. Report

26



## Official with Authority



- Title IX Coordinator
- Any other officials who have been given authority to institute corrective measures by the school district
- K-12: All employees

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## Reporting Sexual Harassment: Who, How and When?

- Any person may report sex discrimination, regardless of whether the person is the alleged victim of the reported conduct
- Reports can be made by mail, by telephone, or by email, using the contact information listed for the Title IX Coordinator
- Or by any means that results in the Title IX Coordinator receiving the person's report
- Such a report may be made at any time, including during non business hours, by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator

28

## Key Word: “Allegation”

Once a school has notice of **an allegation** that, **if true**, would constitute Title IX Sexual Harassment, it must respond

“Well, we didn’t believe there was enough evidence it happened” does not get you past your responsibility to use your Title IX Sexual Harassment grievance process

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## Issue Spotting

**Order of protection:** Principal served with order of protection requiring student to have no contact with another student due to alleged sexual assault

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## When must a school respond to Title IX sexual harassment?

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31

## What is Sexual Harassment?

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## It Depends Who [Well, Which Law] You Ask

### Employment

- Illinois Human Rights Act
- Title VII
- Title IX

### Students

- Illinois Human Rights Act
- Illinois Sex Equity Regulations
- Title IX

33

## Title IX – What is Sexual Harassment?

Hostile Environment

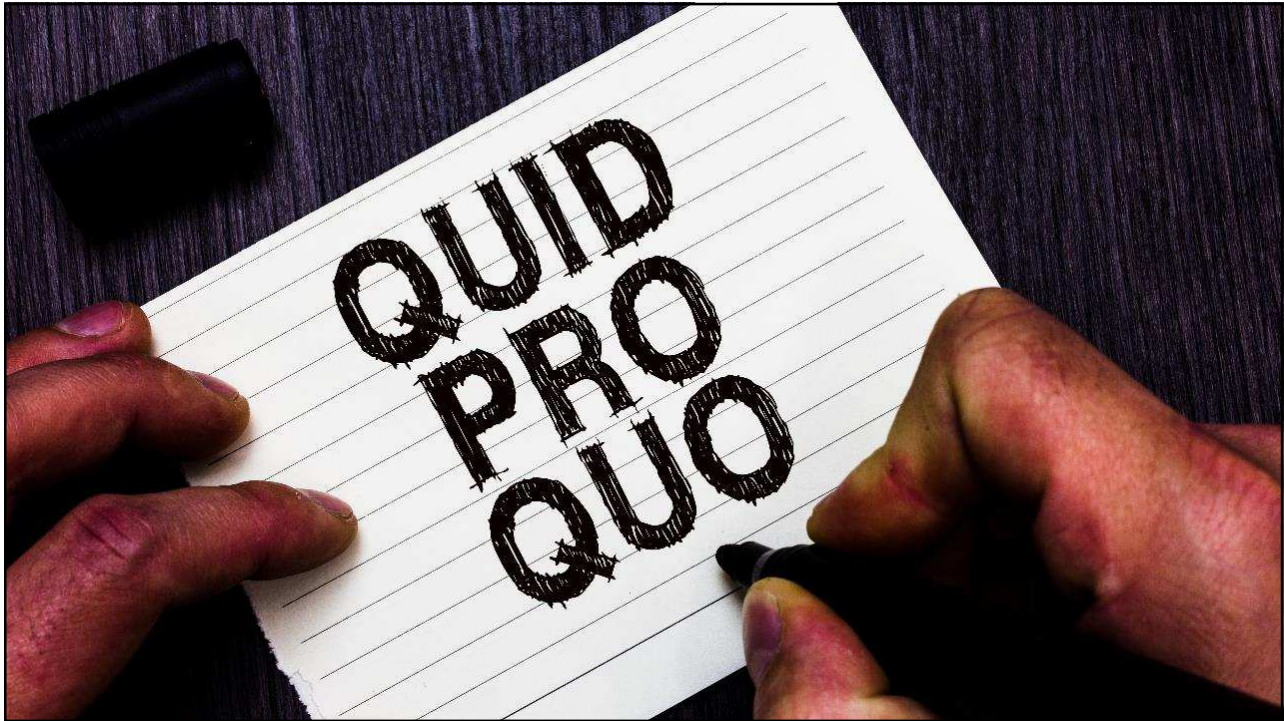
Quid pro quo by an  
employee

Sexual Assault  
Domestic Violence  
Dating Violence  
Stalking

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35

## Quid Pro Quo

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Quid = Something

---

Pro = For

---

Quo = Something

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## Title IX Quid Pro Quo

**Definition:** An employee of the educational institution conditioning an aid, service, or benefit of the educational institution on participation in unwelcome sexual conduct

**New:** Only an employee (not a volunteer, another student, etc.)

**Codified:** Severity and harm presumed

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## Clery Act/VAWA “Big Four”

Sexual Assault 20 U.S.C. 1092(f)(6)(A)(v)

Domestic Violence 34 U.S.C. 12291(a)(8)

Dating Violence 34 U.S.C. 12291(a)(10)

Stalking 34 U.S.C. 12291(a)(30)

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## Consent (as defined by PRESS)

Applicable to Sexual Assault definition

Knowing, voluntary and clear permission by word or action, to engage in mutually agreed upon sexual activity.

Cannot be inferred from: silence, passivity, lack of resistance, manner of dress, past consent to sexual activities, current or previous dating relationship, or consent to some activity. Can be withdrawn at anytime.

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40

## Title IX – What is a Hostile Environment

### Old Definition

Unwelcome conduct determined by a reasonable person to be **severe, pervasive or persistent as to interfere with or limit a student's ability to participate in or benefit from school services, activities, or opportunities**

### New Definition (8/14)

Unwelcome conduct determined by a reasonable person to be **so severe, pervasive, and objectively offensive that it effectively denies a person's equal access to the school's education program or activity**

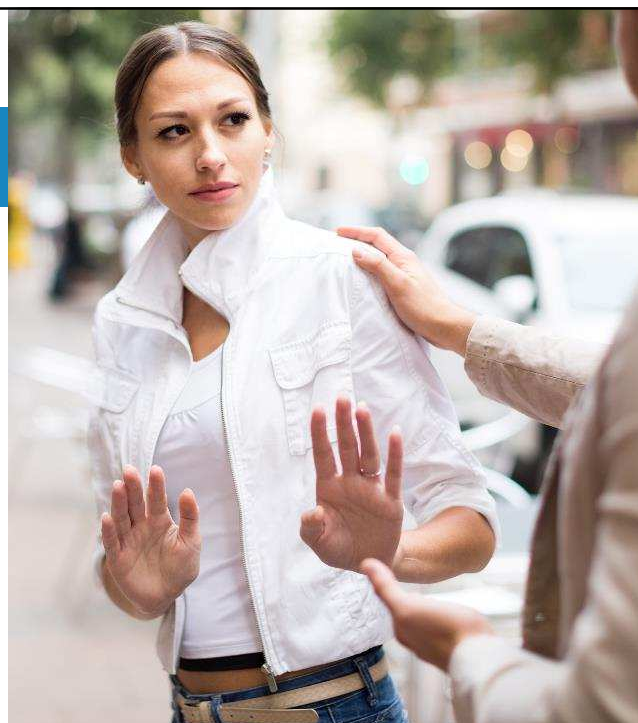
41

## Unwelcome Conduct

- Not **Participation**
- Not **Silence**
- Age Matters
- Intoxication Matters
- Culture Matters
- Ability Matters

**\*\*subjective + reasonable person**

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## Severe

- Something more than juvenile behavior
- Something more than antagonistic, non-consensual, and crass conduct
- Simple acts of teasing and name-calling are not enough, even when comments are based on sex
- It is not enough to show that a student has been teased or called offensive names

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## Pervasive

- Systemic or widespread
- Multiple incidents of harassment
- One incident is not enough, even if very severe

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## Objectively Offensive

- Behavior that would be offensive to a reasonable person under the circumstances
- Not just offensive to the victim, personally or subjectively
- Consider ages, numbers, relationships

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Constellation of surrounding  
circumstances, expectations, and  
relationships

46



## Hostile Environment Factors

Context, Nature, Scope, Frequency,  
Duration, and Location of the Incidents

Identity, Number, Ages, and  
Relationships of the Persons involved

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48

# Yes or No?

Is this “Title IX Sexual Harassment”?

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**A student makes multiple insensitive jokes to another student?**

Yes

No

Need more  
information

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**A teacher makes a sexually inappropriate comment to a student in class?**

Yes

No

Need more information

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**One student grabs another student's breasts during a soccer game.**

Yes

No

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**A student "uses tongue" during an acting scene without the other student's permission.**

Yes

No

Need more information

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**A group of students (one sex) make a Facebook post rating students (another sex) by attractiveness and share with school community**

Yes

No

Need more information

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**A teacher (one sex) tells a student (another sex) to trade a  
back rub in the classroom for a good grade on a test**

Yes

No

Need more  
information

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**Students incessantly mock a female student for not wearing  
makeup saying she looks "like a boy"**

Yes

No

Need more  
information

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**A student sends a completely nude picture to the student's significant other (another student)**

Yes

No

Need more information

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**The recipient student forwards the photo to 20 classmates**

Yes

No

Need more information

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58

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## When must a school respond to Title IX sexual harassment?

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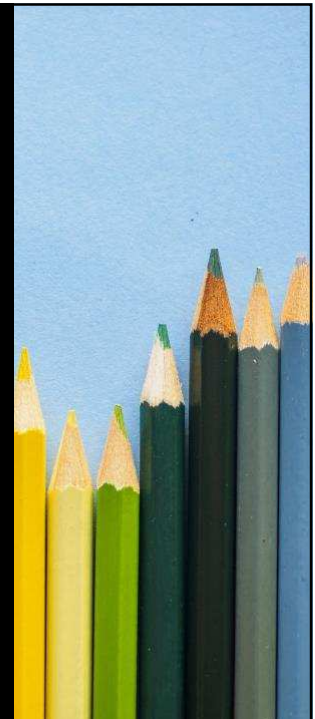
A school with actual knowledge of [Title IX] sexual harassment **in an education program or activity** against a person in the United States must respond

59

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Title IX Sexual Harassment Must Be “In a Program or Activity”

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60



**Program or Activity:** Any location, events, or circumstance over which the school exhibits substantial control over both the alleged harasser and the “context” in which the harassment occurred

61



62

## When must a school respond to Title IX sexual harassment?

A school with actual knowledge of [Title IX] sexual harassment in an education program or activity **against a person in the United States** must respond

63



64



# DISMISSALS

<b>Mandatory if conduct alleged:</b> Not Title IX Sexual Harassment Did not occur in the school's program or activity Did not occur in the United States  **can still address under non-Title IX policy	<b>Permissive if:</b> Complainant requests to withdraw in writing Respondent's enrollment or employment ends Specific circumstances prevent school from gathering evidence sufficient to reach a determination (e.g., passage of time, lack of cooperation by complainant)
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65

## How Must You Respond?

66

## Board Policies on Harassment

Option 1: Policy 2:265 Title IX Sexual Harassment Procedure and related administrative procedures (for Title IX Sexual Harassment)

Option 2: Policy 2:260 Uniform Grievance Procedure (other sexual harassment, other violations of law and of board policy)

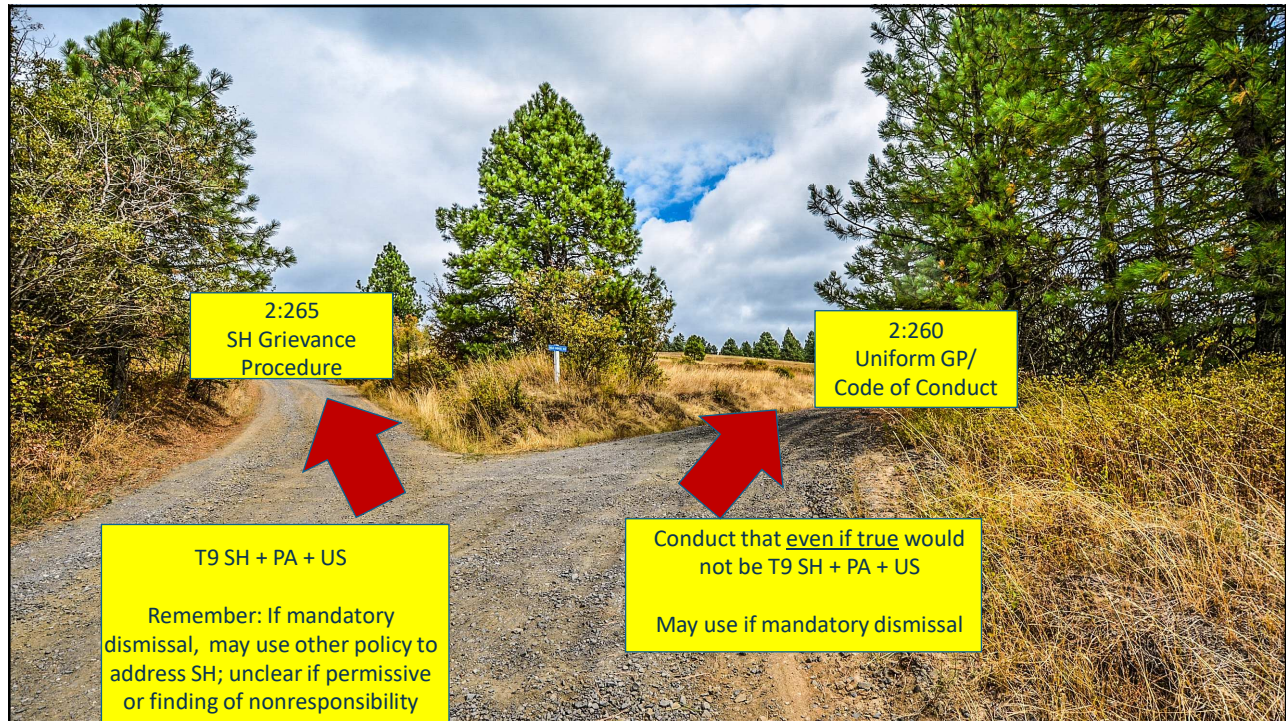
Option 3: Other rules or policies not related to SH

67

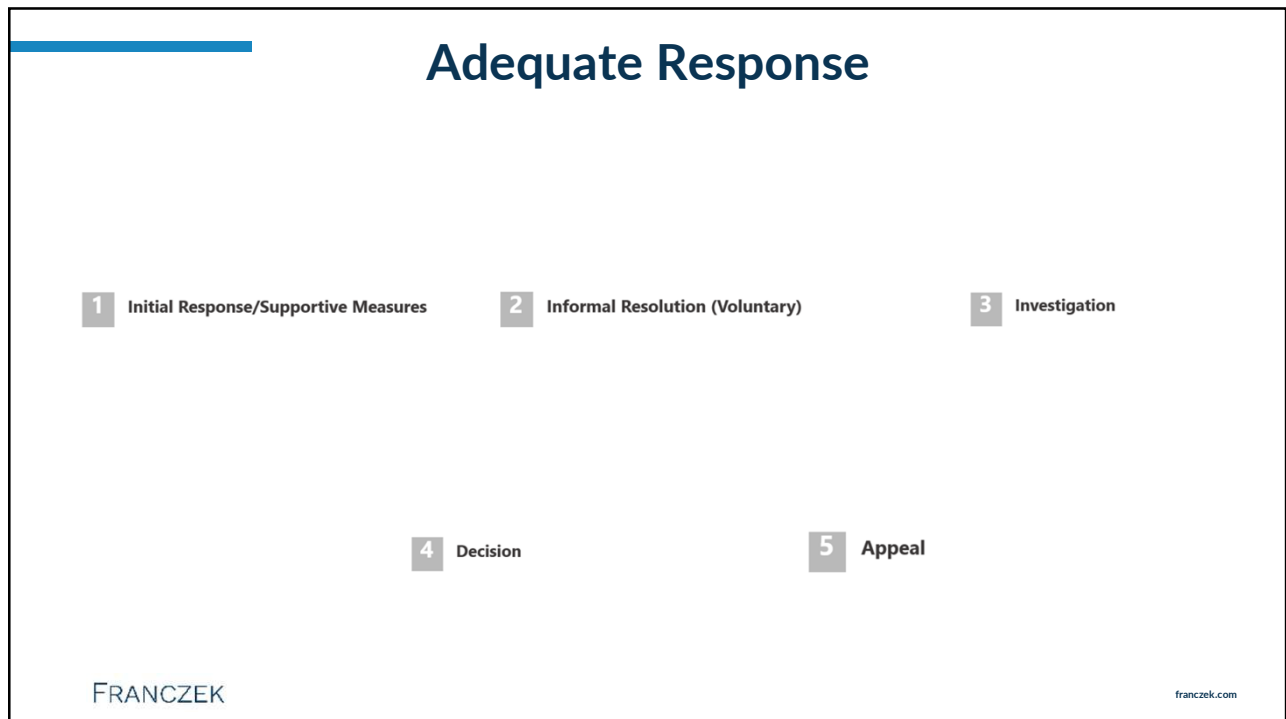


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70

# 1

## Initial Response/Supportive Measures

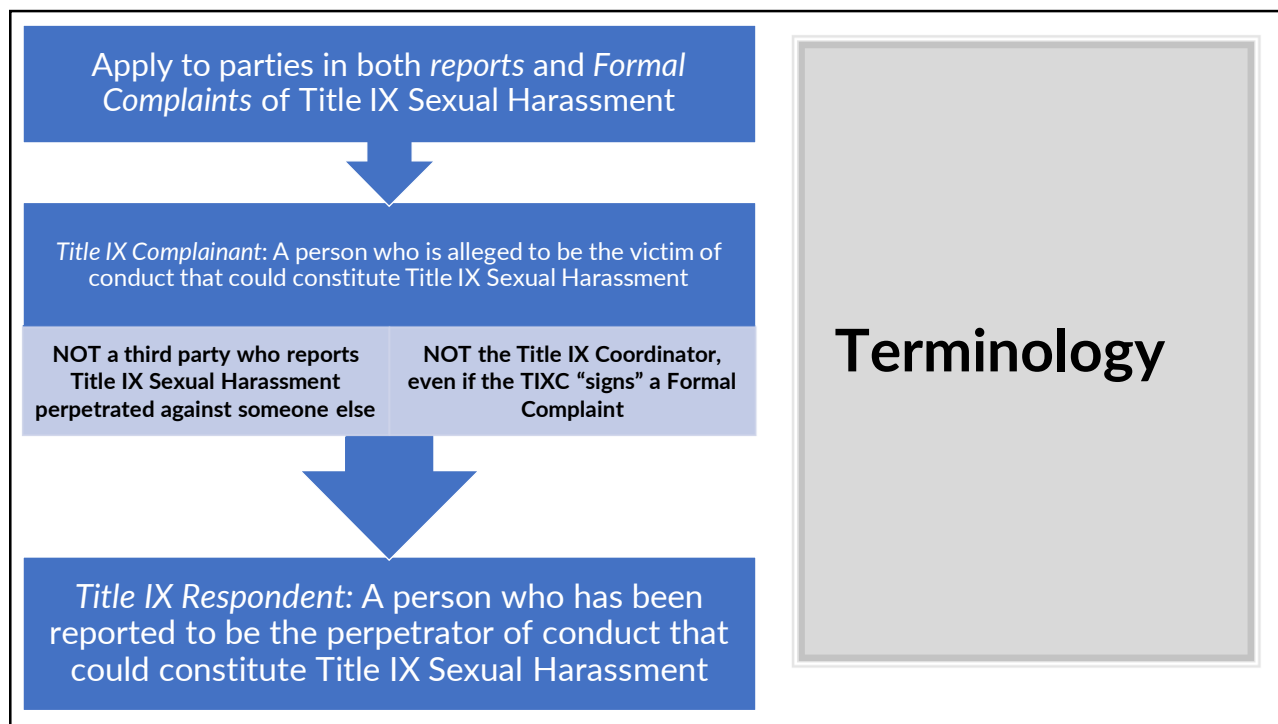
71

## Title IX Coordinator

- Must be called Title IX Coordinator
- Must meet with alleged victims of sexual harassment (the Title IX Complainant) *upon actual knowledge of TIX SH even if no formal complaint filed*
- Can delegate responsibilities

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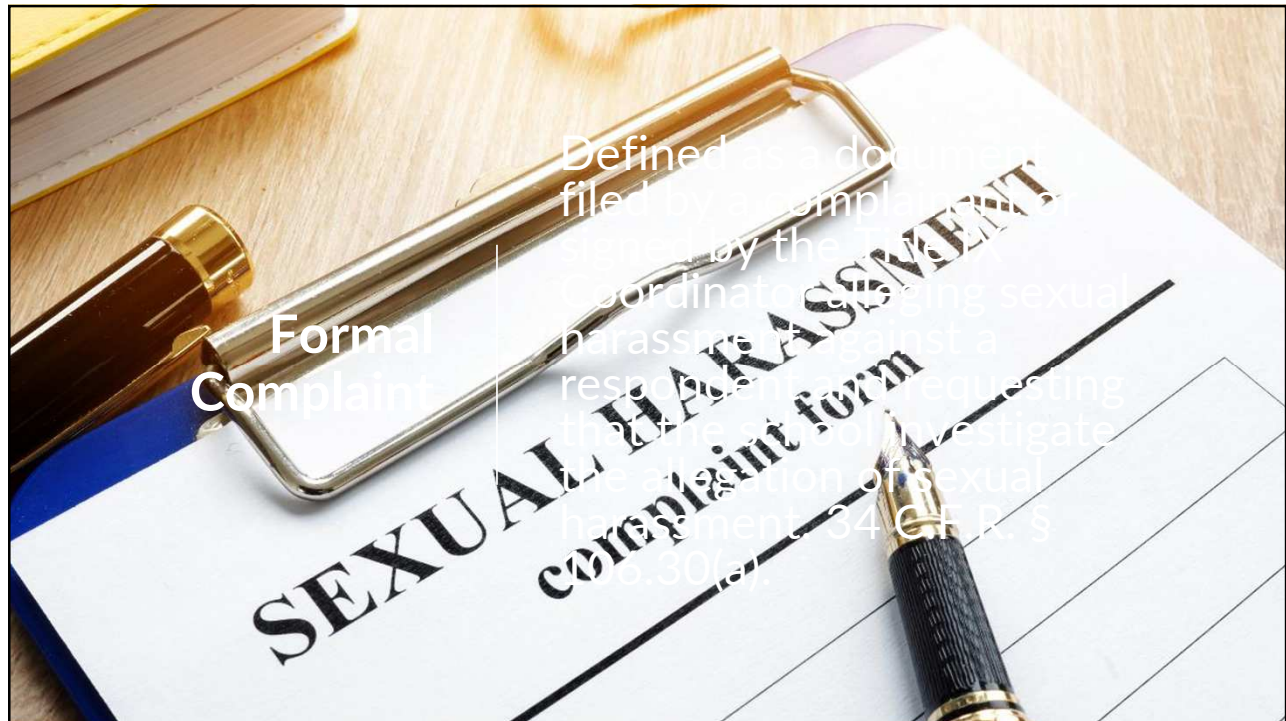
73

Title IX Coordinator (or designee) must promptly, **even if no Formal Complaint is filed:**

- Contact the Title IX Complainant to discuss the availability of “supportive measures”
- Consider the Title IX Complainant’s wishes with respect to supportive measures
- Inform the Title IX Complainant of the availability of supportive measures with or without the filing of a formal complaint
- Explain the process for filing a Formal Complaint

**New:  
Initial  
Response**

74



75



76



## Supportive Measures

### What Changed?

#### OLD TERM (OCR Guidance)

- Used terms such as “interim measures” or “interim steps” to describe measures to help a complainant maintain equal educational access
- Implied only available during pendency of investigation, did not mandate offering them, not clear if could be punitive or disciplinary, and did not clarify if available to respondents

#### NEW TERM (Final Rule)

- **Non-punitive**, individualized services, offered as appropriate and without charge to a complainant or a respondent before or after the filing of a formal complaint, or where no complaint has been filed (34. C.F.R.106.30(a)).
- **Should be designed to restore or preserve equal access to the education program or activity without “unreasonably” burdening the other party**
- **Should be confidential**

77

## Emergency Removal/ Admin Leave

#### Immediate emergency removal

(34 C.F.R. 106.44(c))

- Based on an individualized safety and risk analysis
- Necessary to protect a student or other individual from **immediate threat to physical health or safety**
- **Notice, opportunity to challenge** provided “immediately” provided the removal
- Consider other laws, e.g., expulsion laws (SB100), “change in placement” under IDEA or 504

#### Employee administrative leave

(34 C.F.R. 106.44(d))

- Not prohibited
- Consider state law, board policy, handbooks, and bargaining agreements

78

## 2 Informal Resolution (Voluntary)

79

### Informal Resolution

INFORMAL RESOLUTION IS NOT REQUIRED	NOT ALLOWED FOR EMPLOYEE -STUDENT	TIMING
<ul style="list-style-type: none"><li>• Cannot condition enrollment, employment, or any right on waiver of right to investigation and adjudication of formal complaints under grievance procedure</li><li>• Both parties must voluntarily consent in writing</li></ul>	<ul style="list-style-type: none"><li>• Not available to resolve allegations that employee sexually harassed a student</li></ul>	<ul style="list-style-type: none"><li>• Cannot offer informal resolution process until formal complaint is filed</li><li>• Any time prior to reaching a determination, either party may request informal resolution</li><li>• Any party has a right to withdraw prior to agreement</li></ul>

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## Informal Resolution Facilitators

- We do not recommend using the Title IX Coordinator or investigator(s) or decisionmakers (complaint and appeal)

81

3

## Investigation

82

## *New:* Formal Complaint Response

34 C.F.R. 106.45(b)

- Requires a number of specific steps for investigating
- Major shift from previous, more deferential stance toward specific policies and practices for complaint resolution

83



## Who should investigate?

- Can be the Title IX Coordinator
- But should it?

84

- Written notice to known parties “upon receipt of written complaint”
- In sufficient time to allow respondent to prepare a response before any **initial** interview
- Must include:
  - Notice of grievance process, including any informal resolution process
  - Notice of allegations, in sufficient detail to allow respondent to prepare a response (names of known parties, conduct alleged, date and location of conduct, if known)

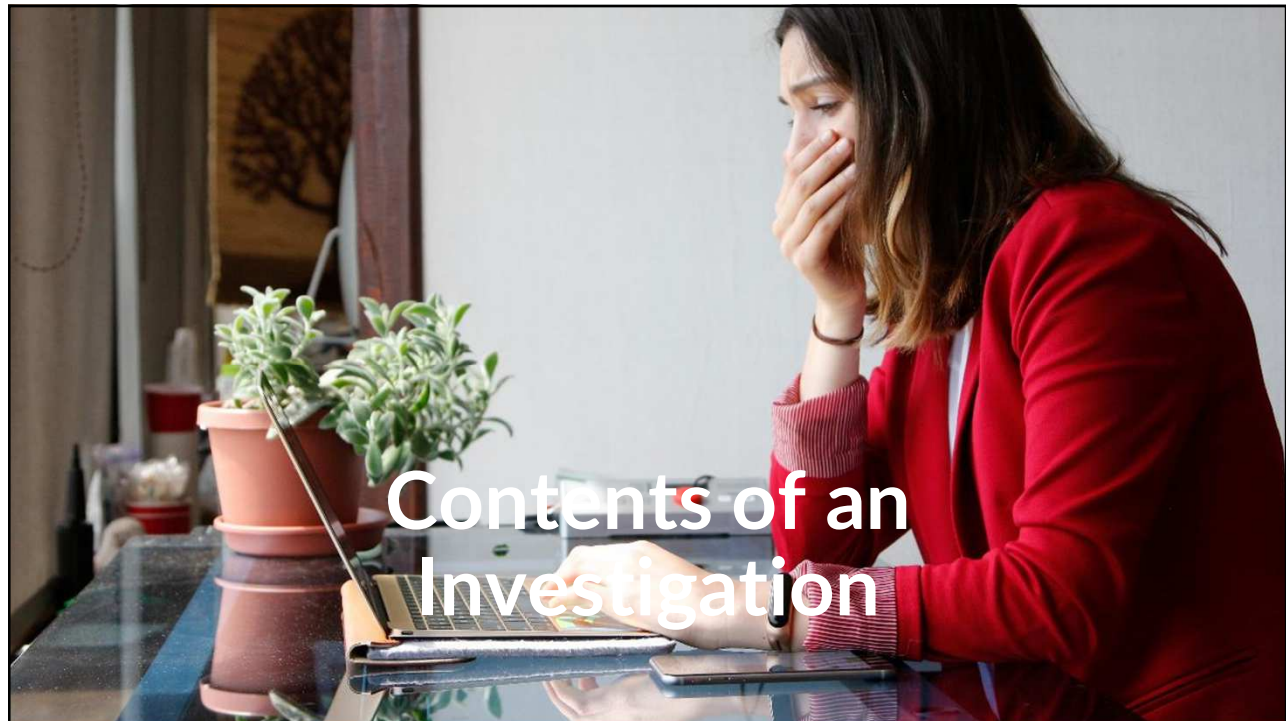
**More  
Steps:  
Written  
Notice**

85

- Must include:
  - Statement that respondent presumed not responsible and that responsibility determined at conclusion of grievance process
  - Notice of parties’ rights to have an attorney or non-attorney advisor and to inspect and review evidence
  - Notice of any provision in the code of conduct that prohibits knowingly making false statements or providing false evidence during the grievance process
- Must be supplemented if new allegations opened for investigation

**More  
Steps:  
Written  
Notice**

86



87

A person wearing a trench coat and a hat is crouching on a wooden floor, holding a magnifying glass and looking at the floor. The text "Investigation 34 C.F.R. 106.45(b)(5)" is overlaid in white.

- Burden of proof on school
- Certain treatment records cannot be obtained without voluntary, written consent
- No restriction of rights of parties to discuss allegations or gather or present evidence
- Same opportunities for others present during interviews or related proceedings (e.g., attorney or non-attorney advisor)
- Written notice to parties of date, time, participants, purpose, and location of each investigative interview with sufficient time to prepare
- All directly related evidence provided to parties and their advisors with 10 days to respond before report
- Written investigative report "fairly summarizes the relevant evidence" provided to parties and advisors at least 10 days before hearing or other determination of responsibility

88

## Investigation Plans Aren't Static

Reassess plan for  
investigation  
frequently



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89



Gathering Other Evidence

90

## Warning! Hands off

- Rape shield (for CP)
  - Unless
    1. Used to prove someone other than respondent committed the conduct or
    2. Specific incidents related to the RP to show consent
- Medical records (treatment)
- Privileged information

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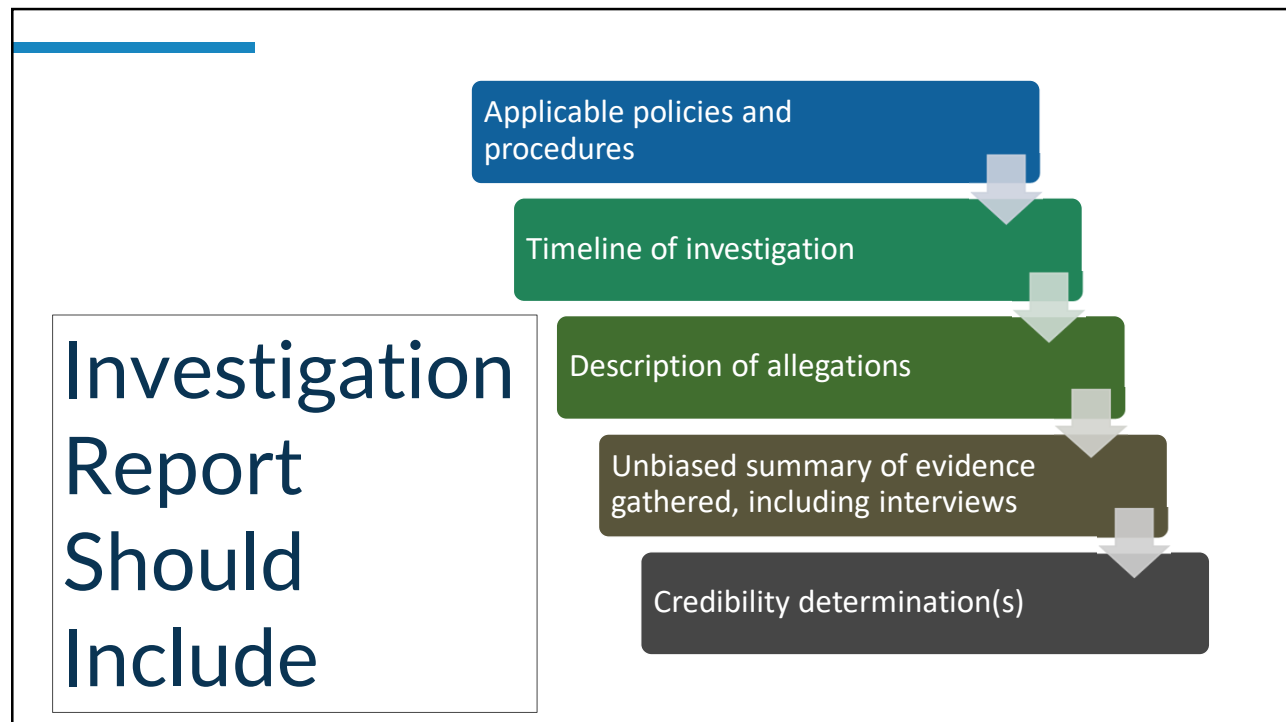
## Opportunity to Review Evidence

- Before the investigatory report is completed, evidence relating to the allegations must be sent to each party and advisor and should include all directly related evidence (including that which the school does not intend to rely upon and exculpatory and inculpatory evidence)
- Parties have 10 days to provide a written response

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## Investigation Report Writing

- Fairly summarizes all relevant evidence
- Provide the report to the parties and their advisors, if any, for their review and written response, at least 10 days before a hearing or other determination of responsibility

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# 4

## Decision

95



### Decisionmaker(s) (Complaint)

- Cannot be the Title IX Coordinator or the investigator(s)

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## Determinations of Responsibility 34 C.F.R. 106.45(b)(6)

- Live hearing with live cross by party advisors required for higher ed, **not K-12**; Hearings permitted for K-12
- Each party allowed to submit written, **relevant** questions to be asked of another party or witness to the decisionmaker, who will provide each party with the answers and the opportunity for follow-up questions

97

## Warning! Hands off

- Rape shield (for CP)
  - Unless
    1. Used to prove someone other than respondent committed the conduct or
    2. Specific incidents related to the RP to show consent
- Medical records (treatment)
- Privileged information

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## Rulings on Relevance in Written “Cross”

- Provide reasoning for irrelevance
- Admit and consider all relevant evidence
- Questions must be appropriate
- Identify exceptions

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The Decision

100

## Written Determination

Identify	Identify the allegations
Describe	Describe procedural steps taken
Cite	Cite potential policy violations
Summarize	Fairly summarize all relevant evidence
Provide	Provide statement of result, with rationale, for each allegation
Appeal	Appeal procedures

101



**Remember the  
Standard of  
Proof**

---

**Preponderance  
of the Evidence**

102

# Remedies

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- Can be punitive/disciplinary
- Can be supportive measures or similar actions as well
- Can address individuals or larger community

103

## 5 Appeal

104



## Appeal Process

Process	Bases for appeal (must impact outcome)
<ul style="list-style-type: none"><li>• Available to both parties</li><li>• Appeal dismissal or determination</li></ul>	<ul style="list-style-type: none"><li>• Procedural issue</li><li>• New evidence</li><li>• Bias/conflict of interest</li></ul>

105

## Appeal Process

- Notify party of appeal in writing
- Apply procedures equally for both parties
- Opportunity to submit written statement
- Issue written decision to both parties

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**Decisionmaker(s)  
(Appeal)**

Cannot be the Title IX  
Coordinator or the  
investigator(s) or the  
decisionmaker (complaint)

107

## **Bias, Conflicts of Interest, and Other Fairness Concerns**

108

## Bias, Conflict, Prejudgment

The Title IX Coordinator, investigator, decision-maker, or informal resolution facilitator must not have a conflict of interest or bias for or against Complainants or Respondents generally or for or against any individual Complainant or Respondent. And that they not prejudge any matter before them.

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## Bias, Conflict, Prejudgment

- Consider perceptions, not just reality
  - Institution bias
  - Your friendship or other relationship with the accused or their family
  - Your personal characteristics
  - Your personal conflicts (even if just perceived)
  - Personality conflicts

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111

# Go Back and Think

What steps can you take to avoid:

*Prejudgment*

*Conflict of Interest*

*Bias*

111

**What steps can you take to avoid "bias"?**

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## **What steps can you take to avoid "conflict of interest"?**

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## **What steps can you take to avoid "prejudgment"?**

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# Recordkeeping

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## Written Notice: Required

- Informal resolution notice
- Notice at start of investigation
- Dismissal notice
- Interview notices
- Report
- Notice why proposed questions not asked on cross and why
- Written determination and notice of appeal rights

116





## Written Notice: Recommended

- Document information to complainant at initial meeting, including supportive measures requested/provided
- Document that review of evidence provided to both parties
- Document opportunity to ask questions, answers, follow-up questions, etc.

117

## Recordkeeping

Must maintain the following for 7 years:

- Sexual harassment investigation documents, including:
  - Determination regarding responsibility
  - Recordings or transcripts of live hearing
  - Disciplinary sanctions imposed on Respondent
  - Remedies provided to Complainant
- Appeal and result
- Informal resolution and result
- Actions taken in response to a report of sexual harassment
- Actions taken in response to a formal complaint of sexual harassment

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## Recordkeeping

Responses to formal and informal complaints and actions taken in response should include:

- The basis for the school's conclusion that its response was not deliberately indifferent
- Documentation that it has taken measures designed to restore or preserve equal access to the school's education program or activity
- Supportive measures or if no supportive measures are provided, document the reasons why such a response was not clearly unreasonable in light of the known circumstances

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## Questions



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