Title IX & UCP
Reporting Procedures Training
Title IX Team
What is Title IX?

“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.”

- United States Congress on June 23, 1972
Our Legal Obligations For Reporting

“A recipient with actual knowledge of sexual harassment in an education program or activity of the recipient against a person in the United States, must respond promptly in a manner that is not deliberately indifferent. A recipient is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.”

34 C.R.F § 106.44 (with emphasis)
Our Legal Obligations Defined (Title IX & UCP)

Actual Knowledge → Reporting

“Any notice to any employee of an elementary or secondary school.” See 34 C.F.R. § 106.30(a).

1. **ALL EMPLOYEES** have an obligation to report any allegation or instance of sexual harassment, misconduct, and/or assault.

2. **ALL REPORTS** need to be escalated to the Title IX Coordinator **EVERY TIME**, within **ONE SCHOOL DAY** of notice. See PAUSD AR 1312.3(I)(A)(i)(a).

Deliberate Indifference → Supportive Measures

*Examples of supportive and interim measures:*

- Access to counseling services;
- Modifications of work or class schedules;
- Extensions for assignments or projects;
- Implementing campus escort services;
- Contact restrictions (NCOs); and
- Increased security and monitoring of campus areas.
How to Report an Allegation or Incident?

1. Complete and submit an online reporting form through i-Sight;

1. Submit a physical or digital copy of the UCP form to the Title IX Coordinator or Legal Department; and/or

1. Email or call the Title IX Coordinator or Legal Department.
Reporting Through I-Sight

- One reporting form for all students, parents, teachers, staff, and administrators.
- One place for both general and anonymous reports.

[pausd.i-sight.com/external_capture]
The UCP Form

- Located in *How to File a Complaint* section on the [PAUSD.org](https://www.pausd.org) website.
- Available in both Spanish and Mandarin.
- Statutory Timelines
  - File no later than **6-MONTHS** of:
    1. The incident occurrence; **OR**
    2. When a PAUSD employee obtains **actual knowledge** of the incident.
- No statutory timeline for Title IX reports.
Reporting via Email or Telephone

Robert Andrade – Title IX Coordinator
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Title IX Phone: (650) 833-4248
Internal Extension: 5011

Office of General Counsel – Legal
PAUSD District Office, Portable B
25 Churchill Ave
Palo Alto, CA 94306

Marilyn Muñoz – Legal & Title IX Secretary
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Phone: (650) 833-4269
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When in doubt, just remember to:

REPORT AND SUPPORT!