

PUBLICIZED MATERIALS FOR CIVIL RIGHTS REVIEWS

2024-2025 Review Cycle

Examples of the “Publicized Materials” for Employees, Students and Parents/Guardians are as follows:

- ✓ CTE flyers, posters, brochures, tri-folds, *including translated versions*
- ✓ Flyers for Extracurricular, Co-Curricular Activities, Clubs, Athletics, ASB et cetera
- ✓ Posters for Extracurricular, Co-Curricular Activities, Clubs, Athletics, ASB et cetera
- ✓ Brochures for Employee recruitment, programs, counseling, CTE Pathways
- ✓ Job applications – Electronic or printed
- ✓ Job postings – Electronic or printed
- ✓ Job announcements
- ✓ Hiring Packets
- ✓ Course Catalogs
- ✓ Curriculum Guides
- ✓ Websites / Webpages – School Site level
- ✓ Social media pages
- ✓ Onboarding / New hire packets for employees – Certificated and Classified
- ✓ Employee Handbooks – School Site level
- ✓ Parent Handbooks – School Site level
- ✓ Student Handbooks – School Site level
- ✓ Annual Notifications
- ✓ Code of Conduct

All publicized materials must contain – at a minimum – the full continuous notice of nondiscrimination with the Title IX, Section 504, ADA/Title II contact information. Additionally, multi-page documents must contain the information in the “items instructions” under the evidence requests titled “Publicized Materials”, “Recruitment Publicized Materials”, “Annual Public Notification”, “CTE Promotional Materials”, “Counseling Materials”, and “Employment Recruitment Materials”.