

THE TITLE IX GRIEVANCE PROCESS

Title IX is a federal law that prohibits sex discrimination, which includes sexual harassment, in a school's education programs and activities. To comply with this law and ensure a prompt and thorough response to reports of sex discrimination or sexual harassment in the District's education programs and activities, Dallas has established a Title IX Grievance Process. Dallas ISD is committed to treating everyone involved in the Title IX Grievance Process fairly and with dignity, respect, and sensitivity.

Dallas ISD's Title IX Coordinator addresses concerns or inquiries regarding sex discrimination in the District's education programs and activities. The Title IX Coordinator receives all reports of sexual harassment including sexual assault, dating violence, domestic violence, and stalking, and facilitates the District's response to reports of sexual harassment and the Title IX Grievance Process. You may contact Dallas ISD's Title IX Coordinator to make a report of sexual harassment or at any time during the Title IX Grievance Process with any questions or concerns you may have. You can reach the Title IX Coordinator, by phone at (972) 581-4230 and via email, TitleIX@dallasisd.org.

After the District receives a report of sexual harassment, the Title IX Coordinator will contact the parent or legal guardian of a student who allegedly experienced sexual harassment, offer supportive measures to the student and advise of the student's right to file a formal complaint alleging sexual harassment. Supportive measures are free of charge and are designed to restore or preserve the student's access to the District's educational programs or activities. These may include potential steps to protect everyone's safety, counseling services, or other measures designed to the particular situation. Supportive measures are offered regardless of whether a formal complaint is filed. The Title IX Coordinator will also explain the Title IX Grievance Process to the complainant and their parent or legal guardian.

The Title IX Coordinator will explain how to file a formal complaint by using the District's Title IX Discrimination Complaint Form. This is a document filed by a student, or the parent or legal guardian of a student, who allegedly experienced sexual harassment (the complainant) alleging that another person (the respondent) engaged in sexual harassment. Under some limited circumstances, as set forth by the Title IX regulations, the Title IX Coordinator may initiate a formal complaint even when the complainant chooses not to do so. Under the law, the respondent is presumed not responsible for the allegations of sexual harassment until a determination of responsibility is made.

By filing a formal complaint, the complainant requests that the District investigate the allegation of sexual harassment under the Title IX Grievance Process. If the complainant chooses to file a formal complaint, the Title IX Coordinator will notify the respondent in writing that a formal complaint was filed and summarize the allegations of sexual harassment in the formal complaint. Under the law, if a formal complaint is filed, the District is required to notify the respondent of the complainant's identity.

Depending on the circumstances, federal law may require the District to dismiss a formal complaint without conducting a Title IX investigation. If the District is required to dismiss the formal complaint without an investigation, the Title IX Coordinator will explain that decision in writing and allow the complainant or respondent an opportunity to appeal the dismissal decision.

The District will respond to any reported concerns that may fall outside the specific scope of the Title IX Grievance Process under the applicable District policy and procedure, such as Dallas ISD's policies addressing discrimination, harassment, and bullying, or the Student Code of Conduct.

The Investigation

If a formal complaint is filed and federal law does not require the District to dismiss the formal complaint, the District will refer the allegations in the formal complaint to an investigator within Dallas ISD Professional Standards Office to investigate. The complainant and respondent are each allowed, but not required, to have an advisor, who may or may not be an attorney, assist throughout the investigation and the Title IX Grievance Process.

The assigned investigator will meet with complainant and the respondent, to conduct interviews and gather information relating to the allegations in the formal complaint. Both parties—the complainant and respondent—will have the opportunity to submit evidence, witnesses, and other information for the investigation and may also be asked to provide a written statement to the investigator. Both parties will also be able to review all evidence gathered during the investigation that is directly related to allegations in the formal complaint. Both parties will have the opportunity to provide a written response to the evidence.

The investigator will consider all relevant evidence and each party's response to the evidence and prepare a Title IX Investigation Report. The Title IX Investigation Report will identify the allegations in the formal complaint and summarize all relevant evidence the investigator gathered during the investigation. The investigator does not reach any conclusions regarding the allegations or the respondent's responsibility or non-responsibility for the allegations of sexual harassment. Both parties will receive a copy of the Title IX Investigation Report and have a chance to submit a written response.

The Determination of Responsibility

The Title IX Coordinator will provide the Title IX Investigation Report, evidence, and each party's response to the Report to an assigned decisionmaker, likely an Executive Director in School Leadership. After the parties have received the Title IX Investigation Report, the decisionmaker will oversee a written question and answer process where you and the respondent can submit written relevant questions (and follow-up questions) to each other and any witness from the investigation. After a review of the Title IX Investigation Report, evidence, and all questions and responses submitted by the parties, the decisionmaker will issue a written Determination of

Responsibility. This states whether the respondent has been found responsible or not responsible for the allegations of sexual harassment in the formal complaint and explains the rationale for the decision. If the decisionmaker finds the respondent responsible for prohibited sexual harassment, the Determination of Responsibility will also state what disciplinary action, if any, the District will recommend or impose and discuss any remedies that will be provided to the complainant.

The Appeal

If either party disagrees with the Determination of Responsibility, they may appeal the determination on certain grounds. The Determination of Responsibility will explain the parties' appeal rights in detail. The Title IX Coordinator will assign an Appeal Officer to consider the appeal. During the appeal, both parties may submit written statements either supporting or challenging the Determination of Responsibility. The Appeal Officer considers the appeal and the parties' written statements and issues a written Determination of Title IX Appeal granting or denying the appeal. This concludes the Title IX Grievance Process.