



## K-12 Employee Guide: Title IX Compliance & Conduct

*Every K-12 employee is a mandatory reporter under Title IX. When you see, hear, or receive a report of sex-based misconduct, your legal duty is to pass the information to the Title IX Coordinator immediately.*



## The Three Types of Prohibited Conduct

Title IX covers any unwelcome behavior based on sex, gender identity, or sexual orientation that limits a student's ability to learn.

### 1. Quid Pro Quo ("This for That")

- What it means: An employee conditioning an educational benefit on a student's participation in unwelcome sexual conduct.
- Staff Reminder: This is an automatic violation and applies exclusively to the conduct of school employees toward students.
- Example: *"I will give you an A on this assignment if you go out on a date with me."*

### 2. Hostile Environment Harassment

- What it means: Unwelcome sex-based conduct that a reasonable person would find so severe or pervasive that it effectively denies a student equal access to their education.
- Staff Reminder: Look for patterns of behavior, though severe single incidents can also create a hostile environment.

- Example: Daily, targeted sex-based slurs in the hallway or a persistent campaign of explicit text messages between classmates that causes a student to skip class.
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### 3. Specific Criminal Offenses (Zero Tolerance)

- What it means: A single occurrence of any of these four offenses automatically triggers a Title IX response, regardless of severity or pervasiveness.
- The Four Offenses:
  1. Sexual Assault: Any unwanted sexual touching, contact, or violence.
  2. Dating Violence: Physical or emotional abuse within a student romantic relationship.
  3. Domestic Violence: Violence or abuse within a household.
  4. Stalking: Repeated, unwanted tracking, following, or digital messaging that causes fear.

*The absolute biggest takeaway today is this: **You do not need to investigate, you do not need to judge, and you do not need to solve it.** Your only job as a K-12 educator is to **report it** to our Title IX Coordinator the moment you see it, hear it, or read about it. Let's keep our kids safe and our district compliant."*

### Jurisdictional Boundaries: Where Does It Apply?

Your reporting duty applies if the conduct occurs within the school's "education program or activity." This is interpreted broadly to include:

- On-Campus: Classrooms, hallways, restrooms, cafeterias, and athletic fields.
  - School Transit: School buses, bus stops, and vans used for field trips.
  - Off-Campus Events: Away games, school dances, field trips, and district-sponsored clubs.
  - Digital Spaces: Cyberbullying, harassment, or explicit messaging occurring on school-issued devices, school Wi-Fi, or learning platforms. [[1](#), [2](#), [3](#)]
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### Critical Compliance Rules for All Staff

- No Confidentiality: You cannot promise a student or parent that you will keep a Title IX report a "secret." Explain gently that your job is to connect them with support.
- Actual Knowledge: Because you are a K-12 employee, the moment a student or parent tells you about misconduct, the entire school district is legally deemed to know.

## TITLE IX CAPROCK MEETING 2026-27

- **Supportive Measures First:** Students are entitled to immediate, free safety plans, schedule changes, or counseling support *before or instead of* a formal investigation.
  - **Protect Pregnancy & Parenting:** Title IX strictly prohibits discriminating against or penalizing students due to pregnancy, childbirth, or recovery. They are entitled to excused absences and accommodations. [1, 2]
  - **Retaliation is Illegal:** It is a separate major violation to punish, treat poorly, or discipline any student, parent, or colleague for reporting or participating in a Title IX matter.
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### District Contact Information

- Title IX Coordinator Name: Trish Mahre
  - Office Location: 1525 Poplar Drive, GJ, CO 81505
  - Email Address: trish@mahrelaw.com
  - Phone Number: 970/270-5055
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 **The K-12 Title IX "Myth vs. Fact" Blitz**

**Q1: A student tells you a secret about being harassed but begs you not to tell anyone. You should keep it a secret to maintain their trust.**

- A) Myth
- B) Fact
-  **Answer: A) Myth.**
- *Quick Takeaway:* In K-12, notice to *any* employee triggers the school's legal duty to act. You are a mandatory reporter for Title IX; you cannot promise confidentiality.

**Q2: Title IX rules only apply if the bad behavior happens physically on school grounds during the school day.**

- A) Myth
- B) Fact
-  **Answer: A) Myth.**
- *Quick Takeaway:* It applies to the entire "education program or activity." This includes school buses, field trips, away games, and even cyberbullying on school-issued laptops.

**Q3: A student can receive safety plans, schedule changes, or counseling support even if they choose not to file a formal complaint.**

- A) Myth
- B) Fact
-  **Answer: B) Fact.**
- *Quick Takeaway:* These are called **supportive measures**. The Title IX Coordinator must offer them to the student immediately, completely free of charge, regardless of whether a formal investigation happens.

**Q4: If a parent calls you to report that their child is being severely bullied because of their gender, this counts as official notice to the school district.**

## TITLE IX CAPROCK MEETING 2026-27

- A) Myth
- B) Fact
- 👉 *Answer: B) Fact.*

- *Quick Takeaway:* Because you are a K-12 employee, a parent or student reporting to you gives the school "actual knowledge." You must immediately pass this information to your Title IX Coordinator.

**Q5: Title IX regulations protect pregnant or parenting students from being penalized or treated differently in class.**

- A) Myth
- B) Fact
- 👉 *Answer: B) Fact.*

- *Quick Takeaway:* Title IX explicitly prohibits discrimination based on pregnancy, childbirth, or recovery. These students are entitled to excused absences and academic accommodations.

**Q6: Retaliation—like treating a student poorly because they reported harassment, or punishing a witness who spoke up—is a separate, major Title IX violation.**

- A) Myth
- B) Fact
- 👉 *Answer: B) Fact.*

- *Quick Takeaway:* The law strictly protects anyone who participates in a Title IX process. Retaliating against a student, parent, or colleague is entirely illegal.

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### **Host Script for the Presenter (How to Close)**

*"Alright room, looks like we had a mix of hands! The absolute biggest takeaway today is this: **You do not need to investigate, you do not need to judge, and you do not need to solve it.** Your only job as a K-12 educator is to **report it** to our Title IX Coordinator the moment you see it, hear it, or read about it. Let's keep our kids safe and our district compliant."*