



Forward
together

TITLE IX

POLICY & PROCEDURE

MANUAL

PROMOTING A SAFE, INCLUSIVE,
AND EQUITABLE ENVIRONMENT
FOR ALL.



REGULATION RESOURCES

Comprehensive
resources to support
compliance with Title IX
regulations.



STANDARDS

Clear standards that
uphold equity, respect,
and non-discrimination
for all.



GUIDELINES

Practical guidelines
and procedures to
ensure prompt, fair,
and effective response.

EQUITY • RESPECT • INCLUSION • ACCOUNTABILITY • EXCELLENCE

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Title IX Policy and Procedures Manual



The DeKalb County School District (“District”), does not discriminate on the basis of sex in its education programs or activities, employment practices, or operations, as required by Title IX of the Education Amendments of 1972 and applicable federal and state law. The District prohibits discrimination, harassment, and retaliation against students, employees, and other individuals on the basis of sex (including sex discrimination, sex-based harassment, and sexual harassment), as well as race, color, national origin, religion, age, disability, pregnancy, veteran status, genetic information, or any other characteristic or status protected by law.

We are committed to maintaining educational and workplace environments free from unlawful discrimination, harassment, and retaliation. Complaints involving conduct covered by applicable Title IX regulations and occurring within a District education program or activity shall be addressed in accordance with the District’s applicable Title IX Grievance Procedures.

Inquiries regarding the application of Title IX may be directed to the Assistant Secretary for Civil Rights, United States Department of Education, or to the District’s Title IX Coordinator.

Current Title IX resources and information are available on the [District’s Title IX](#) website and through the U.S. Department of Education at <https://www.ed.gov/laws-and-policy/civil-rights-laws/title-ix-and-sex-discrimination>.



Purpose

This handbook is designed to serve as a comprehensive procedural guide for Students, Employees, and Administrators regarding the reporting, review, investigation, resolution, and appeal processes for complaints and concerns involving sex discrimination, sex-based harassment, sexual harassment, sexual assault, dating violence, domestic violence, stalking, retaliation, pregnancy-related protections, and other matters addressed under Title IX.

It does not replace, modify, or supersede Board of Education policies, federal or state laws, applicable regulations, or official guidance issued by District administration. In the event of a conflict, applicable law, regulations, Board policies, and official District directives shall govern.

In the event of any conflict, inconsistency, or discrepancy between this handbook and applicable law, Board policy, District procedures, or official District records, the controlling law, policy, procedure, or official record shall govern. As laws, regulations, policies, and procedures may change; staff and students should consult the [District's Title IX](#) website for the most current information.

Title IX Protections

Title IX provides that ***“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.”***

DeKalb County School District Students

The District is committed to providing students with an educational environment free from sex discrimination, sex-based harassment, sexual harassment, and retaliation. Students may report concerns involving conduct prohibited by Title IX or District policy through the District's established reporting procedures.

Every concern is taken seriously and reviewed promptly. When appropriate, the District will conduct a fair and impartial investigation and take appropriate action to address prohibited conduct. We are committed to ensuring every student can learn in a safe, supportive, and respectful environment where their civil rights are protected.

Student complaints are addressed in accordance with applicable federal and state law, Board Policy [JCAC: Sexual Harassment of Students](#) the [Student Code of Conduct](#), and applicable District Title IX procedures. For any questions regarding Title IX, or to submit a formal complaint, please contact the DCSD school based or District Title IX Coordinator.

DeKalb County School District Employees

The District is committed to maintaining a workplace and educational environment free from sex discrimination, sex-based harassment, sexual harassment, and retaliation. Employees and staff may report concerns involving prohibited conduct through the District's established reporting procedures.

Every report involving potential sex discrimination, sex-based harassment, sexual harassment, or retaliation is taken seriously and evaluated promptly. When appropriate, the District will conduct a fair and impartial investigation and take appropriate action to address prohibited conduct.

Employee complaints are addressed in accordance with applicable federal and state law, Board Policy [GAEB: Sexual Harassment of Employees](#), and applicable District Title IX procedures. For any questions regarding Title IX, or to submit a formal complaint, please contact the DCSD school based or District Title IX Coordinator.

DeKalb County School District Administrators

The District is committed to ensuring that administrators support educational and workplace environments free from sex discrimination, sex-based harassment, sexual harassment, and retaliation. Administrators are responsible for responding appropriately to reports of prohibited conduct and ensuring that concerns are promptly referred and addressed through the District's established reporting procedures.

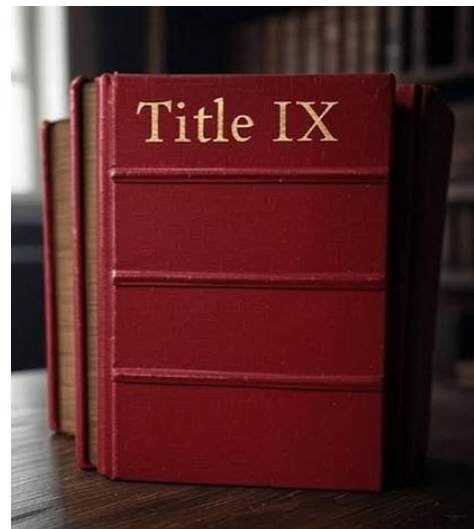
Administrator responsibilities include supporting compliance with applicable federal and state law, Board policies, the Student Code of Conduct, and applicable District Title IX procedures.

All students, employees, and staff are encouraged to report concerns promptly and may participate in the complaint process without fear of retaliation, consistent with applicable law and District policy.

Key Provisions

Title IX applies to all educational institutions that receive federal funding, including K-12 schools, colleges, and universities. The law prohibits discrimination based on sex, gender, gender identity, sexual orientation, pregnancy or related concerns, sex stereotypes or sex characteristics. Some of its core provisions include:

- Sexual Harassment & Assault Protections: Requires institutions to address and prevent sexual harassment and assault cases.
- Admissions & Financial Assistance: Prohibits gender discrimination in school admissions, scholarships, and financial aid programs.
- STEM & Academic Programs: Encourages gender equality in traditionally male-dominated fields, such as science, technology, engineering, and mathematics (STEM).
- Pregnant & Parenting Students' Rights: Protects students from discrimination due to pregnancy, childbirth, or parenting responsibilities.
- Athletic Equity: Ensures equal opportunities for male and female athletes in school-sponsored sports programs.
- Discrimination: Protects students from discriminatory application of dress code policies and/or enforcement; and retaliation.



DEFINITIONS

Complainant

A student, employee, or other individual alleged to have experienced conduct prohibited by Title IX.

Respondent

An individual alleged to have engaged in conduct prohibited by Title IX.

Sex Discrimination

Different treatment, exclusion, denial of benefits, or adverse action based on sex, gender, sexual orientation, gender identity, pregnancy, or related conditions.

Pregnancy and Related Conditions

Pregnancy and related conditions include pregnancy, childbirth, false pregnancy, termination of pregnancy, lactation, breastfeeding, recovery from childbirth, and any related medical conditions. In accordance with Title IX and applicable to federal and state laws, the District shall not discriminate against or exclude any student, employee, or applicant from participation in, on the basis of pregnancy or related conditions. The District will provide reasonable modifications, accommodations, and supportive measures necessary to ensure equal access to educational programs, activities, employment opportunities, and benefits.

Athletics Equity

The District provide equitable athletic opportunities to students regardless of sex. This includes ensuring fairness in areas such as participation opportunities, coaching, equipment and supplies, scheduling of games and practice times, travel and transportation, access to facilities, medical and training services, publicity, and the quality of coaching and instruction. The District shall ensure that male and female students receive equal treatment and benefits in interscholastic, intramural, and other school-sponsored athletic programs in compliance with Title IX and applicable federal and state regulations.



Consent

Consent is a knowing, voluntary, informed, and mutual agreement to engage in specific sexual activity. Consent may be withdrawn at any time and cannot be inferred from silence or the absence of resistance. Consent cannot be obtained through force, threats, intimidation, coercion, manipulation, or deception. **NOTE: Students under the age of 16 cannot legally consent to sexual activity under Georgia law..**

Sexual Misconduct

Sexual misconduct refers to a broad range of inappropriate or unlawful sexual behaviors. It includes sexual harassment, sexual assault, sexual exploitation, quid pro quo harassment, dating violence, domestic violence, stalking, non-consensual sexual contact, sexual abuse, and video voyeurism. It

includes the distribution of intimate images without consent to include obtaining, posting or disclosure of intimate descriptions, photos, or videos without the express consent of the persons depicted therein.

DeKalb County School District investigates allegations of sexual misconduct under the following circumstances.

- *Student v. Student* - includes sexual misconduct between students in the K-12 education environment. Allegations of misconduct should be investigated to determine if misconduct rises to the level of Title IX. Misconduct between elementary students, especially in primary grades, should be investigated with the developmental level of the students in mind. **The school-level Title IX team is responsible for investigating allegations.**
- *Student v. Employee* - includes allegations of misconduct when the student is alleged to have initiated and engaged in misconduct against an employee. **The district's Title IX team is responsible for investigating allegations.**
- *Employee v. Student* - includes allegations of misconduct when an employee has initiated and/or engaged inappropriate physical contact with a student. **The district's Title IX team is responsible for investigating allegations.**
- *Employee v. Employee* – includes allegations of misconduct or harassment between employees. The three primary types of workplace harassment are **verbal, physical, and visual** harassment. These behaviors create a hostile work environment through unwanted, intimidating, or offensive conduct, ranging from insults and inappropriate jokes to physical touching/intimidation and/or the display of derogatory images. **The district's Title IX team is responsible for investigating allegations.**



Sex- Based Harassment

Sexual harassment is any unwelcome, sex-based behavior that violates a person's dignity or creates a hostile, intimidating, or offensive environment. It includes unwelcome sexual advances, requests for sexual favors, and physical or verbal conduct of a sexual nature. The conduct, as determined by a reasonable person, is so severe, pervasive AND objectively offensive that it effectively denies a person with equal access to the educational program or activity. It is illegal and, in many cases, a form of sex discrimination.

Sexual Assault

Sexual assault is any sexual act directed against another person without consent. Sexual assault includes fondling, rape, incest, and statutory rape, as defined by the Clery Act and applicable federal and state law. Sexual assault is prohibited by law and District policy regardless of the relationship between the parties involved.

- **Fondling**- The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Rape** – The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Incest** – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** – Sexual intercourse with a person who is under the statutory age of consent. A person commits the offense of statutory rape when he or she engages in sexual intercourse with any person under the age of 16 years and not his or her spouse, provided that no conviction shall be had for this offense on the unsupported testimony of the victim.

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition:

- Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

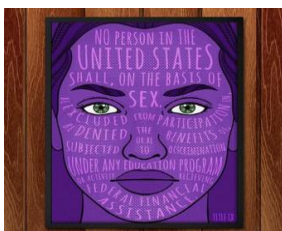


Domestic Violence

Domestic violence is a crime of violence committed by a current or former spouse, an intimate partner, a co-parent, a cohabitating partner, or any person protected under domestic violence laws. Domestic violence may include physical abuse, threats, intimidation, sexual abuse, emotional abuse, or other coercive behaviors.

Stalking

Stalking is a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety, fear for the safety of others, or experience substantial emotional distress and includes but is not limited to: acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.



Stalking may also involve following, monitoring, threatening, communicating with, or otherwise interfering with another person repeatedly and in a manner that creates substantial emotional distress, significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

Quid Pro Quo

In the Title IX context, quid pro quo sexual harassment occurs when a person (usually one with authority, like a school employee or teacher) tells another person (usually a student) that they can gain an advantage—such as a higher grade—by participating in or allowing unwanted sexual contact. Quid Pro Quo can also occur in the educational environment when an employee who is a supervisor makes requests (this for that) to an individual that is a subordinate.

Mandatory Reporting

All Employees are **“Mandatory Reporters”**. Employees who receive information regarding possible sex discrimination or sex-based harassment shall promptly report the information to the Title IX Coordinator. Failure to report may result in disciplinary action.

Retaliation

Retaliation is intimidation, threats, coercion, discrimination, or adverse action taken against any individual because they reported misconduct, participated in a Title IX process, served as a witness, assisted another person in exercising Title IX rights, or refused to participate in misconduct. Retaliation is strictly prohibited by the District and may result in disciplinary action.

Recordkeeping

The District shall maintain records related to all Title IX matters, including reports, complaints, investigations, determinations, appeals, informal resolutions, supportive measures, and training materials. All records shall be preserved in accordance with applicable federal and state record retention requirements.

Supportive Measures

Supportive measures are individualized services provided without fee or charge that are designed to restore access to educational programs, preserve equal access, protect safety, and prevent further discrimination or harassment. Supportive measures may include counseling, schedule adjustments, academic assistance, work modifications, safety planning, no-contact directives, and other reasonable accommodations tailored to the needs of the parties involved.

Title IX Jurisdiction

The District will respond promptly and appropriately to allegations of sex discrimination, sex-based harassment, sexual misconduct, and other conduct prohibited by Title IX when such conduct occurs within a District education program or activity, on school property, during school-sponsored events and activities, on school transportation, through District technology systems, or in any location where the District exercises substantial control over the respondent and the context in which the conduct occurs. The District may also address off-campus conduct, including conduct occurring through electronic communications or social media.



ROLES IN THE TITLE IX INVESTIGATIONS PROCESS

All individuals involved in the Title IX process are expected to maintain confidentiality to the extent permitted by law, cooperate with the investigation, and refrain from retaliation. The District prohibits retaliation against any person who reports misconduct, participates in an investigation, or exercises rights protected under Title IX. Together, these roles help ensure that Title IX matters are addressed promptly, fairly, and in accordance with federal law and District policy.

Title IX Coordinator

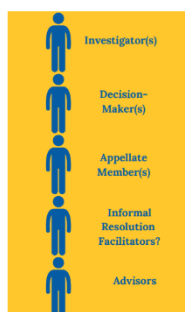
The Title IX Coordinator oversees the District's compliance with Title IX and manages the response to reports and complaints of sex discrimination, sexual harassment, and retaliation. The Coordinator receives reports, conducts the initial assessment, offers supportive measures, explains available options, and ensures that complaints are processed in accordance with District policy and federal regulations. The Coordinator also monitors timelines, coordinates communication with the parties, and ensures that remedies and supportive measures are implemented. The Coordinator serves as a neutral administrator and does not determine responsibility for the allegations.

Complainant

The complainant is the individual alleged to have experienced conduct that may violate Title IX. The complainant may report concerns, participate in the investigation, provide evidence and witness information, and receive supportive measures. The complainant has the right to a fair and equitable process, to be accompanied by an advisor, and to appeal a determination when permitted by District procedures.

Respondent

The respondent is the individual alleged to have engaged in conduct that may violate Title IX. The respondent is presumed not responsible for the alleged conduct unless and until a determination is made. The respondent has the right to receive notice of the allegations, participate in the investigation, present evidence and witnesses, be accompanied by an advisor, and appeal a determination when permitted by District procedures.



Investigator

The investigator is responsible for conducting a prompt, thorough, and impartial investigation. The investigator gathers evidence, interviews parties and witnesses, reviews relevant information, and prepares an investigation report. The investigator does not determine responsibility but instead presents the facts and evidence for consideration by the decision-maker.

Decision-Maker

The decision-maker reviews the investigation report and all relevant evidence to determine whether a violation of Title IX or District policy occurred. The decision-maker applies the appropriate standard of evidence and issues a written determination that explains the findings

and rationale for the decision. The decision-maker must remain impartial and cannot serve as the investigator in the same matter.

Appeal Decision-Maker

The appeal decision-maker reviews appeals submitted by either party based on the grounds established by District policy. This individual evaluates the appeal, reviews the case record, and issues a written decision. To ensure impartiality, the appeal decision-maker must not have been involved in the original investigation or determination.

Advisor

An advisor is a person selected by a complainant or respondent to provide support throughout the Title IX process. Advisors may attend meetings and assist parties in understanding the procedures but must follow District guidelines regarding their participation.

Who (Title IX Team):



Witnesses

Witnesses are individuals who may have information relevant to the allegations.

Witnesses may be interviewed and asked to provide evidence during the investigation. All witnesses are expected to provide truthful information and are protected from retaliation for participating in the process.

School Administrators

School administrators are responsible for promptly reporting potential Title IX concerns to the Title IX Coordinator, assisting with the implementation of supportive measures, and helping maintain a safe educational environment. Administrators support the process but generally do not serve as investigators unless specifically designated and trained.

Human Resources

When allegations involve employees, Human Resources may assist with employment-related matters, including the implementation of personnel actions, coordination of workplace accommodations, and compliance with applicable employment policies and laws.

Legal Counsel

Legal counsel advises the District on compliance with Title IX, applicable laws, and procedural requirements. Counsel may provide guidance throughout the process but does not determine the outcome of an investigation.

Parent or Guardian

Parents or guardians support minor students involved in the Title IX process and may participate as allowed under District procedures and applicable privacy laws. They assist their child in understanding the process, attend meetings when permitted, and help communicate concerns or relevant information. They may also support supportive measures and ensure their child's safety and educational access. While involved in a supportive role, parents and guardians do not direct the investigation, which remains an impartial District process.

TITLE IX PRE-INVESTIGATION PROCESS

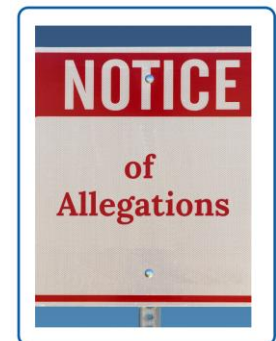
How to Report Concerns

Anyone may report concerns in person, by telephone, email, written statement, online reporting form, or any method that results in actual notice to the District. A [Formal Complaint](#) may be filed with the Title IX Coordinator in person, by mail, or by electronic mail. The formal complaint should contain the complainant's physical or digital signature. A formal complaint can also be initiated by the Title IX Coordinator; however, if the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or a party during a grievance process and must comply with requirements for Title IX personnel to be free from conflicts and bias.

Initial Assessment

Upon receipt of a report, the Title IX Coordinator shall conduct an initial assessment to determine the appropriate response and assess immediate needs. Before determining whether the matter falls under Title IX, the employee or administrator receiving the report should:

1. Listen and document the concern
 - a. Allow the individual to share information without interruption.
 - b. Do not attempt to investigate or determine facts.
 - c. Record the date, time, individuals involved, and nature of the concern.
2. Assess for immediate safety concerns
 - a. Is anyone in danger?
 - b. Is medical attention needed?
 - c. Is law enforcement involvement necessary?
 - d. Is there a threat to the school environment?
3. Provide information about available support
 - a. Counseling services
 - b. School support personnel
 - c. Safety planning
 - d. Reporting options
4. Notify the Title IX Coordinator immediately
 - a. All employees who receive reports of possible sex discrimination, sexual harassment, sexual assault, dating violence, domestic violence, stalking, or retaliation must promptly notify the Title IX Coordinator.
 - b. The employee should not attempt to resolve the complaint independently.



Initial Assessment Determination

Following the initial assessment, the Title IX Coordinator shall determine one of the following:

1. The matter falls under Title IX and will proceed through the District's Title IX grievance process;
2. The matter does not fall under Title IX but will be addressed through another applicable District policy or procedure; or
3. Additional information is needed before a determination can be made.

The Title IX Coordinator shall document the basis for the determination and communicate appropriate next steps to the parties, consistent with applicable privacy and confidentiality requirements.

Determining Whether a Report Falls Under Title IX

Upon receiving a report or complaint, the Title IX Coordinator shall conduct an initial assessment to determine whether the allegations, if proven, would constitute sex discrimination or sex-based harassment prohibited by Title IX. This assessment is not intended to determine whether the allegations are true, but rather whether the reported conduct falls within the scope of Title IX and requires a Title IX response.

In making this determination, the Title IX Coordinator shall consider the following questions:

1. Does the allegation involve conduct based on sex?

The reported conduct must involve alleged discrimination, harassment, or misconduct based on sex, including sexual orientation, gender identity, sex stereotypes, pregnancy or related conditions, sexual harassment, sexual assault, dating violence, domestic violence, stalking, or retaliation related to a Title IX matter.

2. Did conduct occur within a District education program or activity?

The conduct must have occurred in a context over which the District exercises substantial control, such as on school property, during school-sponsored activities, on school transportation, through District technology systems, or in circumstances that substantially affect the educational environment.

3. Does conduct impact a person's ability to access educational programs or activities?

The alleged conduct must be sufficiently serious that it may limit, deny, or interfere with a student's or employee's ability to participate in or benefit from the District's educational programs, activities, services, or employment opportunities.

4. Is the respondent a person who can be identified and is subject to District authority?

The District must have the ability to take corrective action and implement remedies involving the respondent and the educational environment.

5. Are there immediate safety concerns requiring intervention?

Regardless of whether the matter falls under Title IX, the District shall assess whether supportive measures, safety planning, law enforcement notification, mandatory reporting obligations, or emergency actions are necessary to protect students, employees, or the school community.

TITLE IX FORMAL GRIEVANCE PROCESS

What is a Formal Complaint?

The US Department of Education defines ***“formal complaint”*** as a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school investigate the allegation of sexual harassment. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the school with which the formal complaint is filed.

Filing a Formal Complaint

A formal complaint may be filed by a complainant, parent/guardian of a minor student, employee, or the Title IX Coordinator when necessary to protect the educational environment.

The complaint should include:

- Name of complainant
- Name of respondent, if known
- Description of the alleged conduct
- Date(s) and location(s) of occurrence

Investigation Process

Notice of Allegations

Upon receipt of a formal complaint, the District shall provide written notice to all known parties whose rights may be affected by the allegations. The notice shall include:

- Policy references, an explanation of the investigation and grievance procedures, the rights of the parties throughout the process, the District's prohibition against retaliation, and information regarding the availability of supportive measures.
- The District shall presume that the respondent is not responsible for the alleged conduct unless and until a determination is made through the established investigative and grievance procedures.

Evidence Collection and Review

The assigned investigator shall conduct a prompt, thorough, and impartial investigation of the allegations.

- As part of the investigation, the investigator may interview the complainant, respondent, and relevant witnesses; review documents, electronic communications, photographs, recordings, and video evidence; and collect any other relevant records or information.
- Both parties shall be provided with an equal opportunity to present witnesses, submit evidence, and identify relevant information.
- Prior to a final determination, the parties shall be afforded an opportunity to review and respond to the evidence gathered during the investigation.



Investigation Report

At the conclusion of the investigation, the investigator shall prepare a written investigation report summarizing the allegations, witness statements, evidence collected, credibility assessments where appropriate, and the investigator's findings. The report shall be submitted to the designated decision-maker for review and consideration in reaching a determination regarding responsibility.

DCSD Title IX Investigation Report



Decision-Maker Review

A Decision-Maker is responsible for reviewing the investigation report, objectively evaluating all relevant evidence, and determining whether a District policy violation occurred. The Decision-Maker issues a written determination that includes findings and may recommend appropriate remedies and corrective actions. The Decision-Maker must remain impartial and cannot serve as the investigator or Title IX Coordinator, nor have any actual or perceived conflict of interest in the matter.

Determination of Responsibility

The designated decision-maker shall objectively evaluate all relevant evidence, assess credibility when necessary, apply applicable District policies and legal standards, and determine whether a policy violation occurred.

Following the review, the decision-maker shall issue a written determination that includes findings of fact, conclusions regarding the application of District policy, a rationale supporting the determination, any disciplinary actions or sanctions imposed where permitted, and remedies designed to restore or preserve equal access to the District's educational programs or activities.

Methods of Resolution

The District is committed to resolving reports and complaints of sex discrimination, sex-based harassment, sexual misconduct, retaliation, and other conduct prohibited under Title IX in a prompt, equitable, and effective manner. Depending on the nature of the allegations, the wishes of the parties, and the results of the initial assessment, a matter may be resolved through one or more of the following methods.

Supportive Measures Resolution

Supportive measures are non-disciplinary, non-punitive individualized services offered, as appropriate and reasonably available, to complainants and respondents regardless of whether a formal complaint has been filed. These services are provided without fee or charge and are designed to restore or preserve equal access to the District's educational programs and activities, protect the safety of all parties, and prevent further discrimination or harassment without unreasonably burdening another party.

- Supportive measures for students may include counseling services, academic adjustments, schedule modifications, class or work location changes, extensions of deadlines, no-contact directives, safety planning,
- Supportive measures for employees include, Employee Assistance Program referrals, leave options, increased supervision, and other appropriate accommodations. The

District shall maintain the confidentiality of supportive measures to the extent possible and consistent with the effective implementation of those measures.

- The Title IX Coordinator is responsible for coordinating, implementing, documenting, and monitoring supportive measures throughout the District's response to a report or complaint. The provision of supportive measures does not constitute a finding of responsibility and may be utilized as a standalone response or in conjunction with informal resolution or a formal grievance process.
- Supportive measures shall be offered to complainants and respondents as appropriate and **reasonably** available. Note, supportive measures may be provided to a respondent, but it is not required.
- Click here for an additional [Supportive Measures](#) SOP.

Informal Resolution

When appropriate and agreed upon by the parties, the District may offer an informal resolution process as an alternative to a formal investigation.

- Participation in informal resolution shall be voluntary and may occur only after the parties have received written notice of the allegations and provided written consent to participate. No party shall be coerced into participating, and any party may withdraw from the process at any time prior to the execution of a final agreement.
- Informal resolution options may include mediation, facilitated dialogue, restorative practices, behavioral agreements, educational interventions, or other mutually agreed-upon approaches.
- If an informal resolution is reached, the parties shall execute a written agreement outlining the terms of the resolution, the responsibilities of each party, any follow-up or monitoring procedures, and the signatures of all participating parties. Upon execution of the agreement, the matter shall be considered resolved unless the agreement provides otherwise.



Informal resolution shall not be used in cases involving allegations that an employee engaged in sex-based harassment or sexual misconduct against a student.

Formal Investigation and Determination

When allegations warrant further review, or when a party requests a formal process, the District shall conduct a formal investigation. Upon completion of the investigation, a designated decision-maker shall review the evidence and issue a written determination regarding responsibility. If a policy violation is found, appropriate remedies, corrective actions, and disciplinary measures may be implemented in accordance with District policies, the Student Code of Conduct, employee handbooks, and applicable law.

Administrative Dismissal

A complaint may be administratively dismissed when the allegations, even if proven, would not constitute a violation of Title IX, when the respondent is no longer participating in or employed by the District and meaningful corrective action cannot be taken, when the complainant voluntarily withdraws the complaint, or when specific circumstances prevent the District from gathering sufficient evidence to reach a determination. A dismissal under Title IX does not preclude the District from addressing the conduct through other applicable District policies, procedures, or disciplinary processes.

Referral to Other District Processes

If a report does not fall within the scope of Title IX, the District may refer the matter to another appropriate process, including the Student Code of Conduct, employee misconduct procedures, workplace harassment policies, bullying prevention policies, professional standards investigations, Human Resources, Employee Relations, or other applicable District procedures. The District retains the authority to investigate and address conduct that may violate District policy even when the conduct does not meet the requirements of Title IX.

Corrective Action and Remedies

When a violation is substantiated, the District may implement remedies and corrective actions designed to stop the misconduct, prevent its recurrence, and remedy its effects. Remedies may include supportive services, educational interventions, training, monitoring, disciplinary action, changes in educational or work environments, and other reasonably calculated measures to restore or preserve equal access to the District's programs and activities.

Appeals

Either party may appeal the determination of responsibility or the dismissal of a complaint on the grounds of procedural irregularity, newly discovered evidence that could affect the outcome, conflict of interest, bias by District personnel involved in the process, or a disproportionate sanction were permitted by District policy.



Appeals must be submitted in writing within ten (10) business days of receipt of the determination. The Appeal Officer shall conduct an impartial review of the appeal and issue a written decision describing the outcome and rationale within fifteen (15) business days whenever practicable. ***The decision of the Appeal Officer shall be final unless otherwise provided by law or District policy.***

Sample Timeline of Investigative Process

Formal Complaint signed by employee, or Title IX Coordinator
Notice of Allegations sent to involved parties
Implement Supportive Measures (when applicable)
Investigate – 30 days
Informal Resolution – At any time during the investigation (<i>Prohibited for Employee on Student Matters</i>)

Evidence Review (10 days)
Investigation Report (10 days)
Question and Answer (10 days)
Decision on Responsibility (10 days)
Appeal (10 days)

Other District Resources

A report may not fall within the scope of Title IX if the alleged conduct is not based on sex, does not occur within a District education program or activity, does not impact access to educational opportunities, or otherwise does not meet the requirements of Title IX. However, conduct that does not qualify under Title IX may still violate District policies, the Student Code of Conduct, employee standards of conduct, anti-bullying policies, workplace harassment policies, or other applicable laws and regulations. In such cases, the District shall refer the matter to the appropriate department or process for review and resolution.

- Principal or School Administration
- [Student Code of Conduct](#)
- [Employee Handbook](#)
- Board of Education Policies [JCAC: Sexual Harassment of Students](#) and, [GAEB: Sexual Harassment of Employees](#)
- [Human Resources- Employee Complaint and Grievance Process](#)
- [Employee Relations- Employee Misconduct Process](#)

Athletics Equity

The District is committed to providing equitable athletic opportunities for all students in accordance with Title IX. The District prohibits discrimination on the basis of sex in all athletic programs and activities and works to ensure equitable access to participation opportunities, facilities, equipment, coaching, scheduling, travel, publicity, and other athletic benefits.

Any student, parent/guardian, employee, or community member who believes an athletic inequity exists is encouraged to report the concern promptly. Reports may be made to the District Title IX Coordinator, the school principal, the athletic director, or any school administrator. Reports may be submitted verbally or in writing.

The District will review all reports of athletic inequity promptly, take appropriate action to address any identified concerns, and prohibit retaliation against anyone who, in good faith, reports a concern or participates in a review or investigation.

Training Resources

The District provides ongoing training and resources to support administrators, Title IX Coordinators, investigators, decision-makers, and other individuals involved in the Title IX process. Individuals involved in the Title IX process are encouraged to participate in required and available training and to regularly review updated District guidance and applicable federal and state requirements.

[2024 DCSD Title IX Administrator Discipline Training.pptx](#)

[2025-2026 DCSD Title IX Employee on Employee Refresher.pptx](#)

[2025-2026 DCSD Title IX Employee on Employee Refresher.pptx](#)

[DCSD IRF Training 4.4.2025.pdf](#)

[Session 1 Title IX Training \(Coordinator\).pdf](#)

[Session 2 Coordinator- More than Compliance.pdf](#)

[Session 3 Title IX Investigator.pdf](#)

[Session 4 Decision-Maker and Appeal.pdf](#)

[Session 5 Hypos.pdf](#)

Who to Contact

Individuals should contact your principal or Title IX Local School Coordinator for assistance. Individuals may also contact the Division of Human Resources for assistance by writing or calling:

Ms. Carol Patrick, DeKalb School's Title IX Coordinator
DeKalb County School District, Division of Human Resources
1701 Mountain Industrial Boulevard Stone Mountain, Georgia 30038
678-676-0503
Carol_Patrick@dekalbschoolsga.org





Appendix A: Formal Complaint Signed by Complainant

TITLE IX FORMAL COMPLAINT

This form may be used to submit a formal complaint alleging discrimination, harassment, sexual harassment, sex-based discrimination, retaliation, or other conduct prohibited by Title IX or the DeKalb County School District policy.

1. COMPLAINANT INFORMATION

Name: _____

Relationship with the District: _____

I am a ☐ Student ☐ Parent/Guardian ☐ Employee ☐ Applicant ☐ Other: _____

School/Department: _____

Phone: _____ Email: _____

Parent/Guardian Name (if applicable): _____

2. RESPONDENT INFORMATION

Name of Person(s) Allegedly Responsible: _____

School/Department/Relationship to District: _____

3. TYPE OF COMPLAINT

Check all that apply:

☐ Sex Discrimination

☐ Sex-Based Harassment/Sexual Harassment

☐ Sexual Assault

☐ Dating Violence

☐ Domestic Violence

☐ Stalking

☐ Retaliation

☐ Pregnancy or Related Conditions

☐ Athletic or Program Equity

☐ Other: _____

4. DESCRIPTION OF COMPLAINT

Please describe what happened, including the date(s), location(s), and individuals involved.

5. WITNESSES OR EVIDENCE

Please identify any witnesses or documents/evidence related to this complaint.

Evidence Attached: ☐ Yes ☐ No

6. SUPPORTIVE MEASURES

Are you requesting supportive measures?

☐ Yes ☐ No

If yes, please describe:

7. SIGNATURE AND CERTIFICATION

I certify that the information provided in this complaint is true and accurate to the best of my knowledge. I understand that the District may need to share information as necessary to review and respond to this complaint. I understand that retaliation against any person who reports a Title IX concern or participates in a Title IX process is prohibited.

Complainant Signature: _____ Date: _____

Parent/Guardian Signature, *if applicable*: _____

Date: _____

FOR DISTRICT USE ONLY

Date Received: _____ Received By: _____

Title IX Coordinator Notified: ☐ Yes ☐ No Supportive Measures Discussed: ☐ Yes ☐ No

Complaint Referred for Review: ☐ Yes ☐ No Applicable Process/Policy: _____

Notes:

Title IX Coordinator: _____

Telephone: _____ Email: _____

Office/Department: _____

The DeKalb County School District has discipline authority over its students whenever the interests of the School District are involved. If the formal complaint is dismissed, a determination of no responsibility is made, or an informal resolution is reached; participants may still be subject to applicable portions of the DCSD Code of Student Conduct.



Appendix B: Administrator Decision Guide for Title IX Complaints

1. A Complaint or Concern Is Reported

What should the administrator do?

- Listen to the person.
- Take the concern seriously.
- Make sure the person is safe.
- Do not promise to keep the information completely confidential.
- Write down the basic information.
- Report the concern to the appropriate Title IX official.
- Do not investigate the complaint yourself.

2. Ask:

- ☐ Is the allegation related to sex, gender, pregnancy, sexual harassment, sexual assault, dating violence, domestic violence, stalking, or retaliation?
- ☐ Did it occur in a District program, activity, event, transportation, technology platform, or substantially affect the school environment?
- ☐ Could the conduct limit or deny a student's or employee's access to education or employment?
- ☐ Does the District have authority to investigate and implement remedies?

If YES to these questions → Refer immediately to the Title IX Coordinator for Title IX review.

If NO → The matter may still require investigation under the Student Code of Conduct, Employee Relations, Human Resources, bullying policies, or other District procedures

3. Is There an Immediate Safety Concern?

If YES:

- Take steps to protect the person.
- Contact emergency services or law enforcement when necessary.
- Follow mandatory reporting requirements.
- Notify the appropriate Title IX official.

If NO: Continue with the regular reporting process.

4. Is This a Formal Complaint?

If YES: The Title IX process will determine the next steps.

If NO: The person should be informed about available options, including whether to file a formal complaint. The person does not have to use the words "Title IX complaint" for the concern to be reviewed.

Remember:

Receive → Respond → Record → Refer → Protect

Administrators are responsible for responding to concerns and making the appropriate referrals.

The Title IX process is responsible for reviewing and resolving Title IX complaints.



Appendix C: Title IX Allegation...What next?

Notification: If notification is provided in-school by someone other than the parent.

Step 1: Receive the Report

If a Title IX concern is reported at school by someone other than the parent:

- Notify the school's Title IX Coordinator in writing.
- If the Social Worker or School Resource Officer has already spoken with the student, the Title IX Coordinator should review the report(s).
- If the report does not include enough information, continue to Step 2.

Step 2: Meet with the Complainant

The Title IX Coordinator will meet with the Complainant to gather basic information about the allegation.

The Title IX Coordinator should determine:

- Who was involved?
- What happened?
- When did it happen?
- Where did it happen?
- Why may the incident be related to Title IX?
- Are there any witnesses?
- How many people has the Complainant told about the incident?

Step 3: Identify the Parties

Determine who is involved in the matter, including:

- The Complainant; and
- The Respondent.

Determine whether the Complainant or Respondent has an IEP or Section 504 Plan.

If so, after the initial facts are gathered, contact the appropriate LTSE representative, as needed.

Step 4: Consider Supportive Measures

The Complainant should be informed about available supportive measures.

Examples may include:

- Safety plan or no-contact directive;
- Class or schedule changes;
- Extensions on assignments;
- Virtual learning, when feasible and appropriate; and
- Increased supervision.

Supportive measures should be considered based on the individual circumstances of the matter.

Step 5: Determine the Appropriate Process

After reviewing the initial facts, determine whether the allegation meets the applicable Title IX threshold.

If the allegation **does not meet** the Title IX threshold: Proceed under the Code of Student Conduct or another applicable District policy.

If the allegation **meets** the Title IX threshold: Proceed with the Title IX process.

Step 6: Notify the Parent/Guardian

Contact the parent or guardian, as appropriate, and explain:

- Who is involved;
- What was reported;
- When the incident allegedly occurred;
- Where the incident allegedly occurred;
- Why the matter may involve Title IX; and
- The next steps in the process.

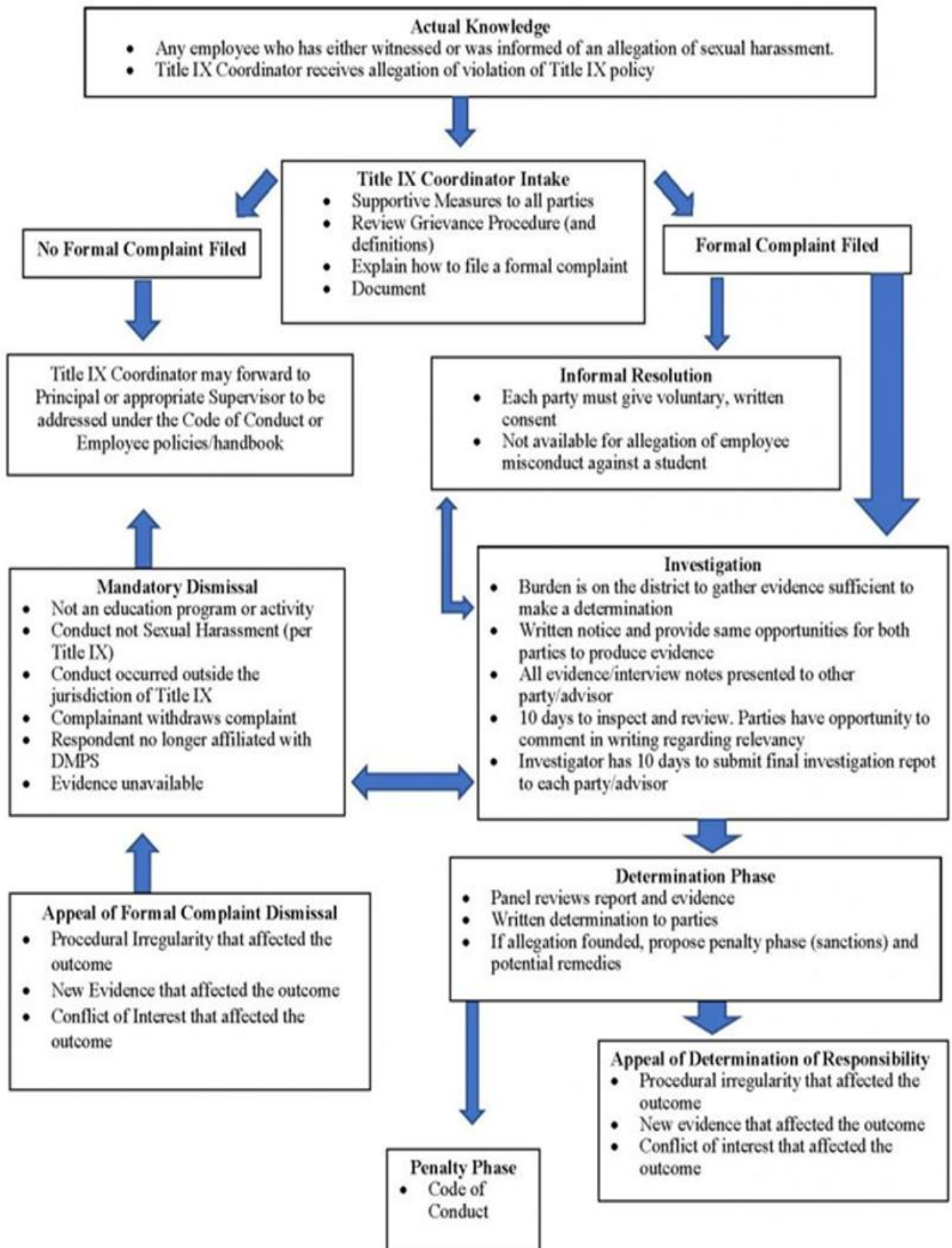
Step 7: Discuss the Formal Complaint Process

Explain the formal Title IX complaint process to the student and parent/guardian.

Determine whether the student and/or parent/guardian wishes to proceed with a formal Title IX complaint, consistent with applicable law and District procedures.

Remember: Receive → Gather Facts → Support → Determine the Appropriate Process → Notify → Proceed

Sample Investigative Process





Appendix D: Title IX Supportive Measures SOP

Purpose

To establish a standardized process for identifying, documenting, evaluating, and implementing supportive measures for students involved in Title IX matters.

Scope and Responsibilities:

This Standard Operating Procedure (SOP) applies to all District personnel responsible for responding to and coordinating supportive measures for students involved in Title IX matters. This includes situations involving safety concerns, academic impacts, behavioral considerations, and the coordination of services under Section 504 and the Individuals with Disabilities Education Act (IDEA).

- **Title IX Coordinator/Designee:** Oversees the coordination, implementation, communication, and documentation of supportive measures throughout the Title IX process.
- **School Administration:** Supports the implementation of supportive measures and ensures student safety and access to education at the school level.
- **Special Education Staff:** Reviews and supports accommodations and services related to the student's IEP.
- **Section 504 Coordinator:** Ensures supportive measures align with the student's Section 504 accommodations and compliance requirements.
- **Counseling/Student Support Staff:** Provides social-emotional support and assists with student wellness and safety planning.
- **Other District Departments:** Collaborate and provide support for issues related to academics, behavior, attendance, transportation, or safety.
- **Parents/Guardians:** Participate in communication and collaboration regarding the student's supportive measures.

PROCEDURE

1. Locate Student Information

- Locate the student in the Infinite Campus system.
- Identify the student's assigned school.

2. Review Student Support Plans

- Determine whether the student has:
 - an Individualized Education Program (IEP), or
 - Section 504 Plan.

3. Document Requested Supportive Measures

- Record all requested supportive measures in the appropriate case documentation system.
- Ensure all requests are clearly documented and communicated to the appropriate personnel.

4. Immediate Supportive Measures for Exigent Circumstances

For exigent circumstances or imminent safety concerns:

- Immediate supportive measures will be provided for up to 48 hours. The District will evaluate the following:
 - Existing IEP
 - Existing 504 Plan
 - Current academic needs
 - Available school-based resources and feasibility

5. Evaluation and Collaboration Process

- The evaluation process will include meetings and collaboration with appropriate District personnel to determine effective student supports.
- Relevant departments and staff members may include:
 - Title IX personnel
 - School administration
 - Special Education staff
 - Section 504 coordinators
 - Counseling staff
 - Other applicable departments

6. Finalization of Supportive Measures Plan

- Following the evaluation process, a finalized supportive measures plan will be developed for implementation throughout the Title IX process.
- The finalized plan will be presented to the parent/guardian in collaboration with the appropriate District personnel.
- The finalized supportive measures plan should be shared with the parent, even if the student withdraws from the District. The plan should be maintained as a part of the student's record and offered upon re-enrollment, if applicable.

7. Coordination with Other Departments

- For Title IX matters that overlap with other areas (e.g., behavior, academics, attendance, discipline, or student services):
 - The appropriate department contact(s) will be identified within the plan.
 - Communication responsibilities and coordination expectations will be clearly outlined throughout the process.

Documentation Requirements

All actions, evaluations, meetings, and communications related to supportive measures must be documented in accordance with District procedures and confidentiality requirements.



STUDENTS • PARENTS • EMPLOYEES • VISITORS

The **DeKalb County School District (DCSD)** does not discriminate on the basis of **race, color, religion, sex, age, national origin, or disability.**

You should speak with your **Local School Title IX Coordinator** if you:

- Believe you have been discriminated against
 - Believe you have been sexually harassed
 - Need assistance with website accessibility
- Have questions about accessibility or accommodations

You may also contact the Division of Human Resources for assistance by writing or calling:

Ms. Carol Patrick - Title IX Coordinator

Office of Employee Relations DeKalb County School District
Robert R. Freeman Administrative & Instructional Complex
1701 Mountain Industrial Boulevard Stone Mountain, Georgia 30038
678-676-0503



Appendix F: Sample Parental Notification of Title IX Investigation

To the Parents of:

Write the name and mailing address of the parent here.

Greetings **Write the name of the parent here.**

A determination has been made after a thorough evaluation of information including reports provided by the Title IX Investigator, and a review of all relevant questions and responses during the question-and-answer phase. You are receiving this decision via email and will also receive it via certified mail.

This issues to be resolved under Title IX Sexual Harassment –Severe, Pervasive, and Objectively Offensive include the following:

- **Write the allegations to be resolved here.**

The procedural steps taken from the receipt of the formal complaint through this determination include the following:

REVIEW OF DOCUMENTS/MATERIALS:

A variety of documents were reviewed as part of the decision-making process. Title IX documents and materials reviewed include the following: Notice of allegations for involved parties, interim actions taken, initial response statements relating to allegations, social worker referral information if applicable, witness statements, Title IX investigative report, police reports if applicable and information obtained during the Question-and-Answer period if applicable.

APPLICABLE POLICY/RULES:

Board Policy JCAC: Sexual Harassment of Students defines sexual harassment as, *Any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal access to the district's educational program or activity.*

ANALYSIS OF FACTS/EVIDENCE:

e.g. Sexual assault is defined as the touching of the private body parts of another person for the purpose of sexual gratification without the consent of the alleged person. The term "sexual fondling" means the touching of the private body parts of another person (including the genitalia, anus, groin, breast, inner thigh, or buttocks) for the purpose of sexual gratification.

*****The information above is only an example. Include the analysis of facts/evidence specific to the case under review.*****

DETERMINATION:

Based on a preponderance of the evidence for sexual harassment, there is sufficient information to support a finding of responsibility for _____(respondent)

against _____(complainant). The evidence reveals that

The evidence supports the allegation of (e.g. sexual assault (fondling)) based on

*****Include information on how the evidence supports your determination regarding each allegation.*****

The following recommendations are made:

- Supportive measures should remain in place at school to ensure the safety and well-being of the complainant. This includes ensuring that the complainant does not come in contact with the respondent.
- It is recommended that the Response to Intervention Team or IEP Review Committee convene to determine if any additional resources are needed to support the students.
- It is recommended that the students receive additional training on what is acceptable behavior in the school environment.
- It is also recommended that the respondent's behavior be evaluated through the Student Code of Conduct to determine if disciplinary actions are warranted.

*****The bulleted recommendations above are only an example. Include the recommendations specific to the case under review.*****

APPEAL

Either party may appeal this determination based on the following:

1. Procedural irregularity affected the outcome of the matter.
2. New evidence that may materially impact the outcome of the matter; and/or
3. Conflict of interest or bias by the Title IX Coordinator, Investigator(s), and/or Decision Maker

An appeal may be sent in writing to 1701 Mountain Industrial Blvd. ATTN: Office of Legal Services- Title IX, Stone Mountain, GA 30083. The appeal must be filed within 10 calendar days of the date of this decision, and it must list the basis for the appeal.

Signature

NAME | Title IX Decision Maker



Appendix G: Sample Notice of Allegations (Complainant)

This is a base template that will need to be evaluated and modified on a case-by-case basis. Use and modification of this template does not guarantee compliance with the Title IX Regulations.

DEAR (INSERT NAME),

You have alleged that (INSERT RESPONDENT NAME) engaged in Sexual Harassment in violation of the Title IX Sexual Harassment Policy. The allegations specifically include that on (INSERT DATE/TIME) at (INSERT LOCATION) the following occurred: (INSERT NARRATIVE).

DeKalb County School District (DCSD) takes reports of alleged Sexual Harassment seriously. Thus, there is a formal process for investigation and resolution of such allegations. A copy of the entire DCSD Title IX grievance process can be found here: <https://www.dekalbschoolsga.org/hr/employee-relations/>.

Allegations of Sexual Harassment can also be resolved through an informal resolution if there is agreement by the parties and the Title IX Coordinator. You may request an informal resolution at any point during the investigation.

Throughout the entire grievance process, you are entitled to have an advisor of your choice, who may be, but is not required to be, an attorney. This advisor may attend meetings with you and inspect and review evidence provided during the grievance process.

(INSERT RESPONDENT) is presumed not responsible for the alleged Sexual Harassment. A determination regarding responsibility is made at the conclusion of the grievance process.

The DCSD Employee/Student Code of Conduct prohibits knowingly making false statements or knowingly submitting false information during the grievance process. Applicable Code of Conduct sections can be found here <https://www.dekalbschoolsga.org/dese/student-relations/>. The entire Title IX Policy and a document with your rights and responsibilities as a Complainant are attached to this email as a PDF file for your review.

You have been prescheduled to attend an investigation meeting related to these allegations on (INSERT DATE TIME AND LOCATION). Title IX investigator (INSERT NAME) will be present during that meeting. As noted previously, you are permitted to bring an advisor of your choice to all meetings in the Title IX process.

Please let me know if you have any questions. You may reach me at (enter your email address).

Thank you,

SIGNATURE

School Title IX Coordinator/Investigator



Appendix H: Sample Notice of Allegations (Respondent)

This is a base template that will need to be evaluated and modified on a case-by-case basis. Use and modification of this template does not guarantee compliance with the Title IX Regulations.

Dear (INSERT NAME)

It has been alleged that you engaged in Sexual Harassment against (INSERT NAME) in violation of the Title IX Sexual Harassment Policy. The allegations specifically include that on (INSERT DATE/TIME) at (INSERT LOCATION) the following occurred: (INSERT NARRATIVE).

DeKalb County School District (DCSD) takes reports of alleged Sexual Harassment seriously. Thus, there is a formal process for investigation and resolution of such allegations. A copy of the entire DCSD Title IX grievance process can be found here: <https://www.dekalbschoolsga.org/hr/employee-relations/>.

Allegations of Sexual Harassment can also be resolved through an informal resolution if there is agreement by the parties and the Title IX Coordinator. You may request an informal resolution at any point during the investigation.

Throughout the entire grievance process, you are entitled to have an advisor of your choice, who may be, but is not required to be, an attorney. This advisor may attend meetings with you and inspect and review evidence provided during the grievance process.

You are presumed not responsible for the alleged Sexual Harassment. A determination regarding responsibility is made at the conclusion of the grievance process.

The DCSD Employee/Student Code of Conduct prohibits knowingly making false statements or knowingly submitting false information during the grievance process. Applicable Code of Conduct sections can be found here <https://www.dekalbschoolsga.org/dese/student-relations/>.

The entire Title IX Policy and a document with your rights and responsibilities as a Respondent are attached to this email as a PDF file for your review.

You have been prescheduled to attend an investigation meeting related to these allegations on (INSERT DATE TIME AND LOCATION). Title IX investigator (INSERT NAME) will be present during that meeting. As noted previously, you are permitted to bring an advisor of your choice to all meetings in the Title IX process.

Please notify me if you have any questions. You may reach me at titleixcoordinator@dekalbschoolsga.org.

Thank you,

Signature
Title IX Coordinator



Appendix I: Sample Dismissal of a Formal Complaint

Complainant: _____

Respondent: _____

Date Formal Complaint Filed: _____

Date of Dismissal: _____

Allegations in Formal Complaint

Allegations Dismissed

Reason for Dismissal

Required Dismissal Reasons (check all that apply)

☐ The conduct alleged in the Formal Complaint, even if proven true, would not constitute Sexual Harassment as defined under Title IX.

Applicable category:

- ☐ Quid Pro Quo Sexual Harassment
- ☐ Sexual Assault
- ☐ Dating Violence
- ☐ Domestic Violence
- ☐ Stalking
- ☐ Other Title IX-defined Sexual Harassment
- ☐ Sex Discrimination

Rationale:

☐ The alleged conduct did not occur within the District's education program or activity.

Rationale:

☐ The alleged conduct did not occur against a person in the United States.

Rationale:

Permissive Dismissal Reasons

☐ The Complainant provided written notification to the Title IX Coordinator requesting withdrawal of the Formal Complaint or specific allegations.

Date of Withdrawal Request: _____

Rationale:

☐ The Respondent is no longer enrolled as a student or employed by the District.

Rationale:

☐ Specific circumstances prevent the District from gathering sufficient evidence to reach a determination regarding the Formal Complaint or allegations.

Rationale:

Additional Information Regarding Dismissal (if applicable)

Referral for Review and/or Resolution

Although the Formal Complaint has been dismissed under Title IX procedures, the matter may be referred for review or resolution under applicable District policies and procedures.

☐ Local School Title IX Coordinator

☐ District Title IX Coordinator

☐ Employee Relations

☐ Student Support Services

☐ Other: _____

Notice of Dismissal

The Complainant and Respondent will be provided written notice of the dismissal decision, including the reason(s) for dismissal and information regarding available appeal rights, as applicable under District Title IX procedures.

Title IX Coordinator/Designee: _____

Date: _____