

Title IX Quick Guide for Title IX/Bullying Complaint Managers

What is Title IX?

Title IX of the Education Amendments of 1972 is a federal law prohibiting discrimination based on sex in education programs and activities in federally funded schools at all levels.

Who does Title IX Protect?

Title IX protects students, employees, applicants for admission and employment, and other persons in all aspects of the District's educational programs and activities against discrimination regardless of sex. State law includes additional protected characteristics: sexual orientation, gender, gender identity and expression.

Why do we need a Title IX Complaint Manager?

Title IX Complaint Managers are required by federal law and thus responsibilities are designated at each school to at least one employee to ensure Title IX rights are protected. Schools must post and notify students, families and employees of Title IX/Bullying Complaint Manager contact information.

How can we ensure we are following Title IX?

We can ensure we do not exclude, separate, deny benefits to, or otherwise treat differently any person on the basis of sex, sexual orientation, gender, gender identity or expression unless expressly authorized under law.

Assess school programs & practices with this essential question:

Are opportunities for and treatment of males and females proportionate or equitable?

Ensure opportunities for and treatment of males and females are proportionate or equitable throughout District programs and activities.

Areas to assess:

School climate or complaints reported

School programs/activities

Course access and instruction

Counseling/career advising based on sex, sexual orientation, gender, gender identity or expression

Physical education and athletics

Pregnant/parenting students

Administration of Discipline

Extra-curricular activities, programs and clubs

Educating and informing the school community:

Post "Nondiscrimination Statement" & "Sexual Harassment Prevention Policy" in prominent locations, restrooms

Convey Title IX rights in age appropriate language as part of annual student orientation programs

Disseminate the policies in the Parent Student Handbook and student Title IX brochures

Include the policies in student planners and staff handbooks

Post "Title IX/Bullying Complaint Managers" posters in prominent locations

Key Complaint Terms:

Complainant/Target – An individual who is alleged to be the victim of discrimination/harassment

Accused/Respondent – An individual who is alleged to have perpetrated discrimination/harassment

Retaliation – A negative consequence occurring to a complainant or other person involved in an investigation as a result of participating in a Title IX grievance process

Receiving and resolving Title IX complaints:

Educate stakeholders on how and when to file a complaint under Title IX or Uniform Complaint Procedures

Respond to all written or oral complaints promptly and appropriately by providing rights to involved parties

Complaints that do not meet Title IX criteria should still be resolved by the site whenever possible

Involve child protective services and law enforcement when reasonable suspicion of child abuse exists

Gather information about the complaint to determine next steps: where/when/how often the incident(s) occurred

If appropriate, the complainant may write or be assisted in writing a statement

Intervene and provide safety and emotional supports equitably to parties both during and after an investigation

Do not require the target to confront the accused person or to resolve the matter informally

Interview witnesses to the events and those identified by the parties as needed to determine next steps

Document supportive measures provided, complaint referrals made and the ultimate resolution

Take prompt effective steps calculated to end discrimination/harassment:

Complaints of Sexual Harassment and Title IX violations are confidential
Retaliation as a result of a complaint is prohibited by the District and by law

Monitor outcomes and identify patterns to address overall school safety planning/climate concerns

Work to prevent incidents from recurring or becoming systemic problems

Contact your Region Office and/or the Office of Student Civil Rights to assist in determining whether to file a complaint under Title IX or under the District's Uniform Complaint Procedures (UCP)

For More Information on Title IX or Nondiscrimination Resources:

Contact:

Office of Student Civil Rights

EquityCompliance@lausd.net

(213) 241-7682; <http://achieve.lausd.net/eeco>

Refer to:

[BUL-2521 – Title IX Policy/Nondiscrimination Complaint Procedures \(Including Sex Discrimination and Sexual Harassment\)](#)

[BUL-5159 – Uniform Complaint Procedures \(UCP\)](#)