



ATIXA Title IX Training and Certification Event Customized for PreK-12 Audience Agenda

Day 1

Morning (8:00 am) – Title IX and Athletics – Practical Application

Suggested Attendees: School Athletic Directors (including Asst. ADs), Assistant Principals over student activities/athletics, Principals (encouraged to attend), District Title IX personnel, School-based Title IX Coordinators.

- I. Title IX and Athletics – Moving beyond checking the box: Practical Application through case studies and Q&A
- II. Brief Title IX Overview
- III. Brief context for Title IX and Athletics
- IV. Overview of Principles of Equity
- V. Case studies focusing on Athletics (tentative topics – open to suggestions and requests)
 - a. Donations, fundraising and expenditures
 - b. Retaliation
 - c. Gender Identity & Politics
 - d. Sexual Assault

Afternoon (12:30) – Title IX Requirements and Responses – Practical Application

Suggested Attendees: Assistant Principals over Title IX, Principals, District Title IX personnel, school-based Title IX Coordinators, Athletic Directors (encouraged)..

- I. The spectrum of Title IX-based issues for students and employees
- II. Is it a IX?: What does a Title IX violation look like?
 - a. Case Study
- III. Overview of how to gauge Title IX compliance.
- IV. Current legal and regulatory trends.
- V. Case Studies Focusing on institutional responses and remediation
 - a. Bullying
 - b. Gender Identity
 - c. Sexting
 - d. Employee-based sexual assault
 - e. Student-based sexual assault

CERTIFICATION TRAININGS (Days 2-4)

ATIXA Title IX Coordinator Certification Training Agenda

Day 2 and morning of Day 3

Suggested Attendees: Institution-based Title IX Coordinators, District Title IX Coordinators, Other key school and District-based Title IX personnel.

Attendees of all three days will receive certification for both Coordinator Level 1 and Investigator Level 1

- I. Overview of Title IX Coordinator Responsibilities
- II. History & Overview of Title IX
- III. Review of Title IX Legal Standards and Case Law (most foundational case law is PreK-12)
- IV. OCR & Title IX
- V. Major OCR Guidance
 - a. 2001 OCR Guidance (was directed at PreK-12)
 - b. April 4th, 2011 Dear Colleague Letter
 - c. 2014 Q&A on Title IX and Sexual Violence
 - d. 2015 DCL, Letter to Coordinators and Resource Guide (specifically applied previous guidance to PreK-12)
- VI. Notice, Reporting, Responsible Employees, Confidentiality
- VII. Is It a IX Matter? – When Does Title IX Apply? – Jurisdiction and scope
- VIII. Title IX and Minors
- IX. Title IX, Title VII and Employees
- X. The District Title IX Team – Oversight, coordination and delegation
- XI. Job Responsibilities of the Title IX Coordinator
 - a. Training Oversight
 - b. Creator and Implementer of Appropriate Policy
 - i. Three Forms of Harassment
 1. *Quid Pro Quo*
 2. Hostile Environment
 3. Retaliation
 - c. Point Person for Complaints
 - d. Prevention and Remediation of all forms of sex and gender harassment and discrimination
 - i. Special Topics for PreK-12
 1. Bullying and Cyberbullying
 2. Stalking
 3. Athletics
 4. Sexual Assault
 - e. Oversight of Prompt and Equitable Grievance Procedures
 - f. Supervisor of Investigations
 - g. Title IX Compliance Oversight
 - h. Prevention and Remediation of Retaliation
 - i. Stop, Prevent, Remedy
- XII. Current legal and regulatory trends

ATIXA Title IX Investigator Level 1 Certification Training Agenda

Afternoon of Day 3 and all of Day 4

Suggested Attendees: District Title IX Personnel, all Title IX investigators (including at the school level) Investigators, Institution-based Title IX Coordinators, District Title IX Coordinators, Other key institutional and District-based Title IX personnel.

Attendees of all three days will receive certification for both Coordinator Level 1 and Investigator Level 1

- I. Overview of Title IX (abridged)
- II. Title IX Coordinator Oversight of Investigations
- III. Legal Basis for Title IX Liability
- IV. Title IX and Title VII Intersection in Investigations
- V. Due Process
- VI. Title IX era – Equity By and Through Process
- VII. Overview of Civil Rights Investigation & Grievance Model – 10 Steps
- VIII. Structure of Investigative Model and Process
- IX. Conducting the Investigation
 - a. Planning and strategizing for the investigation
 - b. Notifications
 - c. Standard of Proof
 - d. Promptness & Timelines
 - e. Confidentiality
 - f. Documentation and Note-taking
 - g. Questioning Skills
 - h. Questioning and Interviewing Skills
 - i. Incident Timeline
 - j. Scheduling
 - k. Advisors
 - l. Witness Lists & Flowcharts
 - m. Evidence Collection
 - n. Analyzing Evidence
 - o. Rendering a Finding
 - p. The Investigation Report
- X. Post-Finding: Sanctions and Appeals
- XI. Neurobiology of Trauma