**TITLE IX POLICY ACTION PLAN**

1. **The below information must be included in the following locations: (1) Any student or parent handbook; (2) Any union contract or professional agreement; and (3) any place where applicants for employment or admission will clearly see it [Options: *On the webpage above where they select “apply now,” on a paper application, a reply email automatically for admission, if we have that option available. Your webpage alone is likely sufficient*]**

* "The [Name] Public School District does not discriminate on the basis of sex in any educational program or activity that it operates.  The District is required by Title IX (20 U.S.C. § 1681) and 34 CFR Part 106 not to discriminate in such a manner.  This requirement not to discriminate also applies to admission and employment.  Any inquiries about the application of Title IX may be referred to the District Title IX Coordinator, to the Assistant Secretary of the Office of Civil Rights, or both. "
* Name, address, email address, and phone number of Title IX Coordinator
* "For information regarding the [Name] Public School District procedure for complaints of sexual harassment including the complaint process, how to file a report or a complaint of sexual harassment, how to file a formal complaint of sexual harassment, and how the District will respond to such complaints see Board Policy \_\_\_\_ located at \_\_\_\_\_\_\_\_.

1. **Put Title IX Coordinator contact information on school webpage**
2. **Have board adopt grievance procedure and Title IX policy**
3. **Get training scheduled for “Title IX Team” i.e. Title IX Coordinator, Investigator, Decision Maker, Appeals person, and anyone who will be involved in the informal resolution process.**
4. **Put Training materials on school webpage**