## REPORTS AND COMPLAINTS OF SEXUAL HARASSMENT

- 1. Ongoing Requirements for Institutions
  - a. Designate a Title IX Coordinator.
  - b. Ensure the Title IX Coordinator, investigators, decision makers ny person designated by the institution to facilitate informal resolutions adequate training to fulfill their roles.
  - c. Post any training materials on the institution's website.
  - d. Provide notification of the Title IX Coordinator's contact info**tioa** and Title IX policies on campus and on the institution's website.
- 2. Informal Complaint or Report
  - a. When <u>allegation</u>sof sexual harassmentin <u>connection with</u> an education program or activity are <u>reported</u> to the Title IX coordinator or any other employee who has the authority to institute corrective measures on behalf of the institution (any employee at the Special Schodus) a formal complaint has not been submitted, this stitution <u>must</u> respond promptly in a manner that is ot clearly unreasonable in light of the known circumstances.
  - b. Initial fact-finding (not a formal investigation) may be necessary to determine whether the alleged matter occurred in connection with an education program activity and/or constitutes sexual harassment, in addition to determining the necessary facts to offer/provide the requisite supportive measures.
  - c. Complainants and respondents be treated equitablyby offering supportive

- 2) Did not occur within an education program or activity.
- d. The **institution** <u>may</u> **dismiss** a formal complaint or any allegations therein, if **at any time** during the investigation or hearing:
  - Complainant notifies Title IX Coordinator in writing that they would like to withdraw the formal complaint or any allegations therein;
  - 2) The respondent is no longer an enrolled or employed by, or otherwise affiliated with, the institution (a dismissal for Title IX purposes on these (rin)2 (gStyleSpan)

a. The institution <u>must</u> ensure any report, informal complaint, or formal complaint processed under BOR Policy 1:17 is documented and that retention of such documentation is completed in accordance with BOR Policy 1:17:C.10.