Charles County Public Schools (CCPS) is committed to conducting a prompt investigation for any allegation of discrimination or harassment. If harassment has occurred, the offense will be addressed in accordance with CCPS policy.

Students, parents/legal guardians, and community members may report allegations of discrimination or harassment to:

Kathy Kiessling, Director of Student Services.

5980 Radio Station Road, LaPlata, MD. 20646

301-392-7510

Employees may report allegations of discrimination or harassment to:

Nikial M. Majors, Assistant Superintendent of Human Resources.

5980 Radio Station Road, LaPlata, MD. 20646

301-932-6610

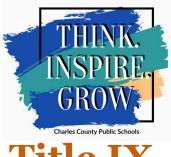




### **Board of Education**

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The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability in its programs, activities or employment practices. For inquiries, please contact Kathy Kiessling, Title IX/ADA/Section 504 Coordinator (students) or Nikial M. Majors, Title IX/ADA/ Section 504 Coordinator (employees/adults), at Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, MD 20646; 301-932-6610/301-870-3814. For special accommodations call 301-934-7230 or TDD 1-800-735-2258 two weeks prior to the event. CCPS provides nondiscriminatory equal access to school facilities in accordance with its Use of Facilities rules to designated youth groups (including, but not limited to, the Boy Scouts).



Title IX

"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."

Title IX of the Education
Amendments of 1972
(20 U.S.C. § 1681)

#### Title IX:

#### What is Title IX?

Title IX is a federal law passed in 1972 that prohibits sex-based discrimination in all activities and programs of educational institutions receiving federal funds, which includes Charles County Public Schools. Prohibited sex-based discrimination includes discrimination based on gender, gender identity or pregnancy. It also includes sexual harassment, including sexual assault.

### Three things to know about Title IX

- 1. Requires males and females be given equal opportunities in career and technical education programs as well as athletic and interscholastic activities.
- 2. Requires pregnant and parenting students have equal access to schools and activities, that all separate programs are completely voluntary, and that schools excuse absences due to pregnancy or childbirth for as long as it is deemed medically necessary.
- 3. Grants victims of sexual harassment and survivors of sexual assault protection from hostile environment and retaliation.

#### **Know Your Rights**

#### What is sexual harassment?

Sexual harassment is a form of sex-based discrimination consisting of unwelcome verbal, nonverbal, or physical conduct ranging from sexual assault, to unwelcome sexual advances, to more subtle verbal and non-verbal behavior.

# What are the responsibilities and rights related to sexual harassment?

Individuals are legally protected against sex-based discrimination and sexual harassment under Title IX. They have a right to participate in all school and classroom activities in an atmosphere free from sexual harassment. They have an obligation to report sexual harassment or sexual misconduct to school or district authorities so that it can be stopped.

## What should individuals do if they are being sexually harassed?

- Tell the harasser what the specific behaviors they find offensive. Ask him or her to stop.
- Report the offensive behaviors to a teacher, school counselor, administrator, or Title IX Coordinator.
- Keep a detailed record of the harassing behavior to share with school officials who investigate the complaint.

# What happens when a complaint of discrimination is reported?

A school administrator will initiate an investigation when a complaint is received. The person alleging discrimination and the alleged perpetrator will receive a response regarding the outcome of the investigation. Both parties may file an appeal of the investigative outcome to School Administration and Leadership.

An appeal must be in writing, and at minimum, contain (1) the reason for the appeal; (2) the facts upon which the appeal is based, including a list of all witnesses: (3) the remedy requested: and (4) the complainant's signature and the date the appeal is filed. Appeals must be filed with CCPS School Administration and Leadership as soon as possible, within thirty (30) calendar days of receiving the outcome of their investigation, except for extraordinary circumstances. The appellate body in School Administration and Leadership will render a decision in writing regarding the appeal within (30) school days of receipt of the grievance.