



# General Policies and Procedures

Topic: Title IX Non-Discrimination Policy

Applicable: K-12

Effective Date: May 25, 2021

As an equal opportunity employer, Irvington Community School, Inc. does not discriminate on the basis of sex in its educational programs or activities.

Students, parents/guardians, current or prospective employees, and other individuals within our school community have the right to be free from sexual discrimination and harassment. All members of the ICS community are expected to conduct themselves in a manner that does not infringe upon the rights of others. The ICS Title IX policy has been developed to reaffirm this expectation and to provide recourse to those students, parents/guardians, current or prospective employees, or others whose rights have been violated.

Sexual harassment, as defined by Title IX of the Education Amendments Act of 1972 and clarified in 2020 by the U.S. Department of Education, means conduct on the basis of sex that satisfies one or more of the following:

1. Conditioning the provision of an aid, benefit, or service on the individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the education program or activity; or
3. Sexual assault, dating violence, domestic violence, or stalking.

ICS maintains a policy of zero tolerance for sexual discrimination and harassment, regardless of the sexual orientation or gender identity/expression of any victim(s) or of the individual(s) engaging in the conduct. Zero tolerance means ICS will remedy all sexual discrimination and harassment and will impose corrective action on anyone who violates this policy. Resolution by ICS is intended to bring an end to such misconduct, prevent its recurrence, and remedy the effects on the victim and the community.

Any student, parent/guardian, current or prospective employee, or other individual within the school community who believes he/she has experienced and/or observed sex discrimination or sexual harassment ("grievant") should promptly report the matter to the **ICS Title IX Coordinator**:

Shari Coomer  
Director of Human Resources  
(317) 357-3770 x1155  
scoomer@ics-charter.org

If a complaint is reported to a teacher, administrator, coach, or other staff member, these individuals are required to share the report with the ICS Title IX Coordinator. A complaint can also be reported at any time, including non-business hours, by completing a complaint form,

or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

Complaints of alleged sex discrimination, including sexual harassment, brought forth by students, parents/guardians, current or prospective employees, or other members of the school community will be promptly investigated in an impartial and confidential manner, as is reasonably possible, so that corrective action can be taken if necessary. While ICS administration takes all accusations seriously, there is a presumption of innocence for the respondent.

If the grievant files a criminal complaint with local law enforcement, ICS will comply with law enforcement's requests for cooperation.

### **Employee Reporting Obligations**

All ICS employees are required to forward reports of sexual misconduct to the Title IX Coordinator.

**A report of inappropriate behavior between *staff and students*** will always require investigation and could require suspension of the staff member while the investigation is conducted. Inappropriate staff-to-student conduct may include romantic interaction, sexual comments/questions/jokes, inappropriate interaction on social media/private messaging, sexual contact, showing students inappropriate pictures/videos, sexual harassment, being alone in locked room, meeting away from school grounds privately, etc.

### **Retaliation**

Retaliation against a person who makes a report, testifies, assists, participates, or refuses to participate in an investigation will not be tolerated. Retaliation includes intimidation, threats, coercion, or discrimination against any individual because an individual has made a report or complaint, testified, assisted, participated, or refused to participate in any manner in an investigation.

All complaints alleging retaliation should be reported to the ICS Title IX Coordinator.