Title IX Decision-Making for K-12 Education
Training & Certification Course Agenda

Description:

ATIXA’s Title IX Decision making for K-12 Education, when combined with the Title IX Compliance Essentials for K-12 course, is designed to give K-12 Decision-makers the complete foundational training needed to understand the decision-making process under Title IX, which can also be applied to complaints under other civil rights laws. Participants will understand the scope of the Decision-maker role, apply policy with analytical precision, recognize and overcome bias that may impact decision-making, and ensure that determinations in Title IX complaints are reliably based on the evidence.

Taught by ATIXA’s expert faculty members, this course is designed to shore up decision-making skills so that decisions are sound, supportable, and more difficult to challenge in court. This course is appropriate for single or panel Decision-makers, appeal Decision-makers, and administrators who oversee Decision-makers. The skills presented apply to the various decision-making structures operating within schools and districts.

Decision-maker training is required by the Title IX regulations, and this course satisfies the federal training requirements. Building upon the skills taught in ATIXA’s investigation courses, this course will be particularly helpful for those decision-makers who also serve as Investigators under their school/district structure.

Learning Outcomes:

After completing this training, participants will be able to…

- Understand the steps of a Title IX Resolution Process that occur leading up to and prior to a final determination
- Explain the role of due process in Title IX decision-making, including the role of neutrality and impartiality in the decision-making phase of the resolution process
- Distinguish relevant questions and evidence from those that are impermissible or not relevant
- Assess the credibility of parties, witnesses, and presented evidence
- Determine whether policy was violated and compose a rationale that uses specific evidence to support the determination
Course Topics

Title IX Overview
- Title IX and Equity
- Compliance Elements

Title IX Scope and Definitions
- Applicability
- Sex Discrimination
- ATIXA Model Definitions

Resolution Process Overview
- Resolution Process Overview
- Coordination with IEP and 504 Teams
- Role of the Decision-maker

Decision-Maker Role and Responsibilities
- Decision-Making Role and Responsibilities

Conflicts of Interest and Bias
- Conflicts of Interest
- Understanding Bias
- Recusal

Due Process
- Due Process in Procedure
- Due Process in the Resolution Process
- Due Process in Decision-making

Decision-Making Skills and Practical Application
- Material Review Process
- Applicable Policy and Procedures Review
- Working with Parents/Guardians
- Working with Advisors

Skills: Understanding Evidence
- Types of Evidence
- Relevance
- Impermissible Evidence
Questioning & Credibility

- Goals of Questioning
- Credibility Considerations
- Evidence Authentication
- Party and Witness Credibility
- Credibility Factors

Weighing and Analyzing Evidence

- Standard of Evidence
- Applying Facts to Policy

Making Findings, the Final Determination, and Sanctioning

- Finding vs. Determination
- Written Determination
- Making a Finding and Final Determination
- Determining Sanctions
- Common Sanctions and Sanctioning Pitfalls

Appeals

- Equitable Appeal Process
- Grounds for Appeal
- Role of the Appeal Decision-Maker
- Appeal Determinations

Recordkeeping and Documentation

- Recordkeeping

Note: Training will include one morning and one afternoon break (approximately 15 minutes each) and a one-hour lunch break. Training start and end times for in-person events are determined by the host site. All virtual training sessions take place from 11 AM – 6 PM ET unless otherwise specified.