

## **1. A description of resources and support provided by the department to schools related to preventing and addressing sex- and gender-based discrimination and harassment, including relevant training:**

It is the policy of the New York City Department of Education (NYCDOE) to maintain safe and supportive educational and working environments that are free from sexual and gender-based discrimination and harassment. "Gender-based" means based on actual or perceived gender, gender identity, gender expression, sexual orientation, and/or conditions related to pregnancy or childbirth.

As described in greater detail below, Chancellor's Regulations A-830 (Anti-Discrimination Policy and Procedures for Filing Internal Complaints of Discrimination), A-831 (Student-to-Student Sexual Harassment), and A-832 (Student-to-Student Discrimination, Harassment, Intimidation and/or Bullying) set forth the NYCDOE policy and procedures to prevent and address sexual and gender-based discrimination and harassment. Aligned to Chancellor's Regulation A-832 and A-831, Respect for All (RFA) is NYCDOE's citywide program to promote respect for diversity and prevent bullying, intimidation, discrimination, and harassment, including sexual harassment. The NYCDOE Guidelines on Gender Inclusion outline gender-inclusive practices for schools to ensure equity and access to NYCDOE programs and activities, and the NYCDOE Guidelines to Support Transgender and Gender Expansive Students set forth best practices for supporting transgender and gender expansive students.

Furthermore, the NYCDOE is committed to ensuring that our schools are safe, secure, and orderly environments in which teaching and learning take place each day, whether in person in a school building or in a remote learning setting. To ensure that all children have the potential to learn and succeed in such environments, schools are expected to take a proactive role in nurturing students' pro-social behavior and use preventive, developmentally appropriate, and pedagogically sound approaches that address the root causes of inappropriate behavior, as well as reinforce positive behaviors through teachable moments. As described further below, these expectations are outlined in the Citywide Behavioral Expectations to Support Student Learning.

Finally, the NYCDOE continues to train and support schools regarding Title IX of the Education Amendments of 1972, a federal law that prohibits discrimination on the basis of sex in federally funded education programs and activities and protects NYCDOE students, parents, staff members, and applicants for employment.

In the 2020-2021 school year, the NYCDOE continued to provide resources and supports, as well as trainings and programs, for schools with respect to preventing, reporting, and addressing incidents of student-to-student discrimination, harassment, intimidation and/or bullying, including sexual harassment. See the description of the NYCDOE supports, resources, trainings, and programs below.

### Supports and Resources

- At least one trained Sexual Harassment Prevention (SHP) school staff liaison designated in every school to serve as a resource to students and staff to prevent and address student-to-student sexual harassment, as required by Chancellor's Regulation A-831 and A-832 described further below
- At least one trained RFA school staff liaison designated in every school to serve as a resource to students and staff to prevent and address student-to-student discrimination, harassment, intimidation and/or bullying, including gender-based conduct, as required by Chancellor's Regulation A-832 described further below

- The Online Complaint Reporting System as a way for parents, students, and other individuals (other than staff) to submit electronic complaints of student-to-student discrimination, harassment, intimidation and/or bullying, including sexual harassment and for parents who have NYC Schools Accounts (NYCSAs) to receive electronic updates regarding the investigation and outcome
- RFA resource family-facing webpage for families with information to prevent student-to-student bullying, intimidation, discrimination, and harassment, including sexual harassment and report complaints
- RFA resource InfoHub webpage for all school staff to provide in-depth information and school materials about student-to-student bullying, intimidation, discrimination, and harassment, including sexual harassment, incorporating:
  - Related Chancellor’s Regulations, staff implementation guides, resources for parents (in multiple translations), and lesson plans
  - Extensive training materials on RFA for all school staff, including non-instructional staff
  - Grade-level instructional materials for schools, complete with guidance for teachers and school staff to deliver training on student-to-student sexual harassment to students, which are customized to be developmentally appropriate for elementary, middle, and high school students, respectively
- Copies of three types of school posters provided to all schools, which are required to conspicuously be posted for students and parents to see and which contain information about:
  - Ten copies of Sexual harassment prevention and the contact information of the school’s SHP liaison
  - Ten copies of RFA and the contact information of the school’s RFA liaison
  - Five copies of LGBTQ+ support and the contact information of the school’s RFA liaison
- Listing of RFA and SHP liaisons on the NYCDOE school website
- Monthly emails to all RFA and SHP liaisons with resources—including upcoming trainings, online lesson plans, and trainings and workshops from the NYCDOE and community-based organizations
- Ongoing, targeted support to schools, when needed, to address incidents of sexual harassment and provide best practices for sexual harassment prevention, gender inclusion, and support for transgender and gender expansive students
- Ongoing resources and supports for schools provided by the NYCDOE Title IX Coordinator and assigned district Title IX Liaisons related to sexual harassment prevention and Title IX compliance, including:
  - Guidance to schools on Chancellor’s Regulations A-740, A-830, A-831, and A-832, as described in detail further below
  - Consultation, technical assistance, and information regarding Title IX requirements, complaints, and compliance
  - Guidance to SHP liaisons and school administrators on addressing and preventing sexual and gender-based harassment and discrimination
  - Guidance to school administrators in responding and investigating specific sexual and gender-based discrimination and harassment incidents, including:
    - Assistance with investigation procedures
    - Information on how to evaluate evidence and reach a determination
    - Development of support plans for students
  - Development of appropriate interim measures for students and staff to ensure a safe teaching and learning, and work, environment free from harassment and discrimination

- Oversight to ensure the timely completion of investigations of student-to-student sexual and gender-based discrimination and harassment complaints by reviewing complaint and incident reports and corresponding with SHP liaisons and school administrators
- Information to staff members, students, and families on Title IX matters
- Title IX brochures for distribution at Title IX trainings and workshops
- NYCDOE Title IX resource webpages for families and school staff
- Mental health care resources for students and school staff through school-wide promotion, supportive counseling, and referrals to off-site services
- Strategic guidance to schools from their respective Borough Citywide Office (BCO), including the designation of at least one dedicated School Climate Manager for each school, regarding:
  - The investigation and reporting of complaints and allegations of student-to-student bullying, intimidation, discrimination, and harassment, including sexual harassment
  - Development and maintenance of data analysis and practices to ensure supportive, positive school climate and culture
  - Monthly school data reports and targeted supports and interventions
- LGBTQ+ curriculum resources to schools, allowing students who are not LGBTQ+ to see the experiences of their LGBTQ+ peers, while also ensuring LGBTQ+ students see their identities affirmed in schools, including:
  - LGBTQ+ history, reading books by LGBTQ+ authors, and sexual health curriculum inclusive of all identities
- Gender and Sexuality Alliances (GSAs), student clubs that provide opportunities for students and staff to be allies, engage other allies, including parents, for support, and discuss issues related to sexual orientation and gender identity and expression and harassment discrimination prevention for LGBTQ+ students
- GSA school staff liaisons for schools to help address the needs of students and ensure that they are aware of their rights, as outlined in the various NYCDOE policies described below
- Creation and guidance about an additional set of student name fields in NYCDOE's Automate The Schools (ATS) system (the school-based administrative system used by all schools to provide many functions, including recording biographical data for all students and handling admissions) to ensure that all students' identities are validated, their confidentiality is protected, and, when necessary, that the NYCDOE can verify a student's legal name for specific documentation purposes

### Trainings and Programs

- Trainings for school-based SHP liaisons and other school staff on prevention and reporting of sexual and gender-based discrimination and harassment, as required by Chancellor's Regulations A-831 and A-832, as well as information from both the Guidelines on Gender Inclusion and Guidelines to Support Transgender and Gender Expansive Students (all described further below) on sexuality, consent, and intersectionality, including:
  - A Student-to-Student Sexual Harassment Staff Training for SHP liaisons, which included small group sessions.
  - Building on the work of the Sexuality, Women and Gender (SWAG) instructional equity conference held in previous years, held a full-day interactive virtual event, on digital accessibility, inclusion, and equity with a strong focus on LGBTQ+ inclusion.
  - Training on Student-to-Student Sexual Harassment and Gender Inclusion to school staff, including topics on gender identity, sexual orientation, and affirming pronoun usage.

- A full-day training, in partnership with Hetrick-Martin Institute, which included small group sessions.
- Anti-bullying training modules for supportive and inclusive learning environments for all school staff, including:
  - RFA Conversations, an online training available to all school staff and administrators to develop best practices on maintaining safe and inclusive learning environments.
  - Trainings aimed at empowering students to become allies rather than bystanders.
  - Trainings addressing data system enhancements and policy changes outlined in Chancellor's Regulation A-832 (Student-to-Student Discrimination, Harassment, Intimidation and/or Bullying).
    - Note: In the 2020-2021 school year, all principals confirmed that their schools met training requirements pursuant to Chancellor's Regulation A-832 and A-831.
- Title IX trainings for school-based staff, with a focus on understanding Title IX, learning to identify gender discrimination, gender harassment, sexual harassment, and sexual violence, and the reporting responsibilities and procedures required in Chancellor's Regulations A-740, A-830, A-831, and A-832, and the Guidelines on Gender Inclusion.
- The New York City Sexual Harassment Prevention Training, which all full-time NYCDOE employees must complete annually, designed to help identify and define sexual harassment and understand how to best prevent it, in partnership with the NYC Department of Citywide Administrative Services (DCAS).
- Trainings to school staff and programs for students on LGBTQ+ inclusion to create safe, respectful environments and to help students develop the knowledge and skills to treat others with respect and know their rights, including:
  - Parents and Friends of Lesbians and Gays (PFLAG) Safe School Trainings.
  - Live Out Loud GSA Trainings.
  - LGBTQ+ inclusion opportunities and in-person and virtual programs for students, parents, and school staff, such as the NewFest Film Festival, Stonewall Inn Tours, Virtual GSA Summit, and Lambda Literary Writers in School Project.
  - Trainings for school staff for the OUT for Safe Schools® campaign, a national initiative that supports school-based staff to build affirming environments for LGBTQ+ students and then visibly identify as trusted adults to LGBTQ+ students.
- Within the context of supporting required K-12 comprehensive Health Education instruction, training on teaching LGBTQ+-inclusive and affirming sexual health education.
- Online behavior and digital citizenship curriculum and training for educators, as part of the requirements outlined in the Children's Internet Protection Act.
- Targeted social-emotional and restorative curriculum resources and training for approximately 500 middle and high schools and approximately 400 elementary schools.
- Implicit bias and culturally responsive practices trainings to examine and confront bias-based beliefs of school staff that can lead to inequitable decisions and outcomes, including sex- and gender-based bias and discrimination.
  - Implicit bias workshops to all NYCDOE employees, including Implicit Bias and Culturally Responsive Environments (IBCRE) initiative for NYCDOE central office employees.

**2. A description of the department's policies and procedures for preventing and addressing sex- and gender-based discrimination and harassment and for investigating allegations of sex- and gender-based discrimination and harassment:**

Below are the NYCDOE's relevant policies regarding preventing, addressing, and investigating allegations of sex- and gender-based discrimination and harassment.

- [Chancellor's Regulation A-831](#) prohibits student-to-student sexual harassment and sets forth reporting, investigative, notification/training, and follow-up procedures for student-to-student sexual harassment. This Regulation also includes the definition of student-to-student sexual harassment.
- [Chancellor's Regulation A-832](#) prohibits student-to-student discrimination, harassment, intimidation, and/or bullying, and sets forth reporting, investigative, notification/training, and follow-up procedures for such behavior. This Regulation also includes the definitions of these behaviors.
- The [Guidelines on Gender Inclusion](#) prohibit inappropriate gender segregation and set forth best practices and rules for implementing gender-inclusive dress codes, choruses, student clubs, health classes, Physical Education, vocational classes, non-vocational classes and extracurricular activities, school-based practices, and facilities.
- The [Guidelines to Support Transgender and Gender Expansive Students](#) set forth best practices for supporting transgender and gender expansive students and include information on terminology, names and pronouns, student records, privacy, harassment and discrimination, medical records, sports and Physical Education, restrooms and locker rooms, and curriculum.
- [Chancellor's Regulation A-830](#) sets forth the NYCDOE's Anti-Discrimination Policy and establishes internal review procedures for employees, applicants for employment, parents, students, and others who do business with the NYCDOE, use NYCDOE facilities, or otherwise interact with the NYCDOE who wish to file complaints of unlawful discrimination or harassment by NYCDOE employees based on a protected classification (e.g., gender or sexual orientation) or retaliation based on such complaints. This Regulation includes the definitions of sexual and gender-based discrimination and harassment and the procedures for investigating allegations of this type of misconduct.
- The [DOE Overview of Title IX Investigations & Notice of Rights](#) sets forth the investigative, notification, and follow-up procedures and the rights of the parties for complaints of student-to-student, staff-to-student and staff-to-staff sexual harassment covered by Title IX.
- The [Citywide Behavioral Expectations to Support Student Learning \(including the Discipline Code\)](#) provide descriptions of conduct that meet the standards of behavior expected of NYCDOE students. It also includes:
  - Ranges of supports and interventions to promote positive behavior and permissible disciplinary responses that schools may use to address misconduct; and
  - The [K-12 Student Bill of Rights and Responsibilities](#), which promotes responsible student behavior and an atmosphere of dignity and respect by establishing guidelines to help students strive to become productive citizens in a diverse society.

- [Chancellor’s Regulation A-443](#) sets forth the disciplinary procedures for all students, whether in general or special education. It outlines how school staff must conduct investigations of student misconduct and take appropriate follow-up action.
- [Chancellor’s Regulation A-740](#) sets forth the NYCDOE’s commitment to ensure that pregnant and parenting students are provided with the programs and services that will allow them to remain and participate fully in school, consistent with applicable laws and NYCDOE policy.
- The [Employee Lactation Accommodation Policy](#) sets forth the NYCDOE’s commitment to creating and sustaining an inclusive work environment for all of its employees, including by accommodating employees who need to express breast milk at work.
- The [Internet Acceptable Use Policy](#) governs all electronic activity of users using and accessing the NYCDOE’s Internet systems, including NYCDOE e-mail and NYCDOE-provided access to the Internet. It applies to the use of the NYCDOE Internet Systems both on and off NYCDOE property.
- The [Digital Citizenship Guidelines](#) outlines the responsibilities of parents, students, and teachers in digital citizenship and appropriate usage of social media.

**3. A description of the department’s organizational structure, including but not limited to, job titles and contact information, for central and borough employees whose work is related to preventing and addressing sex- and gender-based discrimination and harassment, in total and disaggregated by borough:**

**c. No information that is required to be reported pursuant to this section shall be reported in a manner that would violate any applicable provision of federal, state or local law relating to the privacy of personal information or that would interfere with law enforcement investigations or otherwise conflict with the interests of law enforcement.**

Several offices within the NYCDOE are dedicated to both preventing and addressing sexual and gender-based discrimination and harassment.

The Office of Safety and Youth Development (OSYD) ensures that New York City's public schools are equipped to provide all students with safe, respectful, and inclusive learning environments that support students’ well-being, academic achievement, and social growth. OSYD works with BCOs and schools to:

- Take a proactive role in nurturing students’ pro-social behavior by providing youth development and student support services, such as social-emotional learning training and curriculum, restorative practices, anti-bullying resources, LGBTQ+ and gender equity supports, crisis intervention, gang prevention supports, and progressive discipline;
- Promote respect for diversity; and
- Establish and implement integrated safety, school climate, and counseling policies and practices.

The Office of Equal Employment Opportunity and Diversity Management (OEO) works to ensure that work and school environments are free from any form of unlawful discrimination, including sexual harassment. The Title IX Coordinator works within OEO and is responsible for agency-wide compliance with Title IX. The Title IX Coordinator oversees the Title IX Liaisons who work in field offices to ensure

compliance with Title IX in each DOE district. OEO takes a proactive role to prevent discrimination throughout the agency by regularly conducting anti-discrimination and sexual harassment prevention trainings for staff and supervisors. OEO:

- Promotes a progressive diversity and inclusion program for achieving a representative workforce;
- Ensures that employees and students are aware of the NYCDOE's Anti-Discrimination Policy and procedures to report allegations of discrimination and/or sexual harassment; and
- Provides a prompt, fair, and impartial review and adjudication of discrimination complaints.
- The Title IX Coordinator and Liaisons have implemented investigative procedures consistent with the U.S. Department of Education's 2020 Title IX sexual harassment Regulations, and are responsible for conducting investigations of Title IX complaints.

The Office of School Health (OSH) Nursing Program is a combined program of the NYCDOE and the New York City Department of Health and Mental Hygiene (DOHMH). The mission of OSH is to promote the physical, emotional, social, and environmental health of students enrolled in public and nonpublic schools in New York City and to support schools in promoting equity and inclusion. OSH aims to foster the academic potential of children by improving their health and advocating for the health and well-being of the children and adolescents of New York City. Medical Room Nurses provide resources, education, referrals, and support to students.

The Office of School Wellness Programs (OSWP) supports Health and Physical Education as critical components of the NYCDOE's vision to educate the whole child and ensure that school communities foster wellness for all students. OSWP offers a variety of complementary programs for schools that:

- Advance and reinforce Health and Physical Education;
- Support the NYCDOE Wellness Policy; and
- Engage parents, students, school staff, and key stakeholders to promote a healthy school community.

Through a Comprehensive School Support strategy for school improvement, the Office of First Deputy Chancellor, which includes the BCOs, strives to empower schools with high-quality, tiered supports to schools that are anchored in strategic action plans. The strategic action plans for schools accelerate student learning, support schools' unique needs equitably, and build schools' capacity to independently engage in a cycle of continuous improvement in order to:

- Identify the needs of their school communities;
- Develop Comprehensive Education Plans to address unique needs;
- Align strategies to the school improvement framework;
- Engage in regular monitoring to assess the impact of their plan;
- Continuously adjust their plans; and
- Advance Equity Now.

See information below for central and borough employees whose work is related to preventing and addressing sex- and gender-based discrimination and harassment, in total and disaggregated by borough.

NYCDOE Office	Name	Job Title	Email Address	Role
Office of Safety and Youth Development	Kimberly Shannon	Gender Equity Coordinator	RespectForAll@schools.nyc.gov	<ul style="list-style-type: none"> <li>Advise, train, and offer support to schools and offices on Chancellor’s Regulation A-831, Guidelines on Gender Inclusion, and Guidelines to Support Transgender and Gender Expansive Students</li> </ul>
	Eric Vaughan	Manager of LGBTQ+ Programs	LGBTQ@schools.nyc.gov	<ul style="list-style-type: none"> <li>Advise, train, and offer support to schools and offices regarding LGBTQ+ programs, Guidelines on Gender Inclusion, and Guidelines to Support Transgender and Gender Expansive Students</li> </ul>
	Jolan Nagi, Brendan Lang, Stefan Bilanych	Director of Youth Support Services  Program Manager  Bullying Complaint Coordinator	RespectForAll@schools.nyc.gov	<ul style="list-style-type: none"> <li>Conduct citywide RFA Trainings for RFA liaisons</li> <li>Respond to citywide Bullying Complaints</li> <li>Oversee the NYCDOE’s response to all bullying and harassment complaints arising under Chancellor’s Regulation A-832</li> <li>Identify and address any patterns or systemic issues revealed by bullying and harassment complaints</li> <li>Coordinate and review supportive measures</li> </ul>
Office of Equal Opportunity and Diversity Management	Laura Brantley  Matthew Riordan  Sobia Mahmood  Jack Xiang, Deborah Wollenberg, Michael Jen	Executive Director  Deputy Director  Title IX Coordinator  Title IX liaisons for: <ul style="list-style-type: none"> <li>Bronx</li> <li>Brooklyn North</li> <li>Brooklyn South</li> <li>Manhattan</li> <li>Queens North</li> </ul>	Title_ix_inquiries@schools.nyc.gov	<ul style="list-style-type: none"> <li>Oversee the NYCDOE’s response to all complaints arising under Chancellor’s Regulation A-830 and Title IX</li> <li>Identify and address any patterns or systemic issues revealed by discrimination and sexual harassment complaints</li> <li>Conduct and review Title IX investigations and outcomes</li> <li>Coordinate and review supportive measures</li> <li>Ensure that any disciplinary actions have been implemented</li> <li>Conduct corrective action trainings for staff</li> </ul>



		<ul style="list-style-type: none"> <li>• Queens South</li> <li>• Staten Island</li> </ul>		<ul style="list-style-type: none"> <li>• Provide training and support to staff on Title IX issues</li> <li>• Promote an educational and employment environment which is free of sex discrimination and gender bias</li> </ul>
Office of School Health	Gail Adman	Director of Nursing Services		<ul style="list-style-type: none"> <li>• Implement and oversee nursing services for students receiving nursing support through over 1,800 public and non-public schools throughout New York City</li> </ul>
Office of School Wellness Programs (OSWP)	Tori Kass, Sarah Cocuzzo	Senior Director of Instruction and Program Development  Director of Health Education	wellness@schools.nyc.gov	<ul style="list-style-type: none"> <li>• Oversee the OSWP instruction, curriculum, and professional learning work to support teachers and school administrators to provide inclusive, high-quality, and comprehensive Health Education that meets State and City requirements</li> </ul>
Borough Citywide Offices (BCOs) within the Office of First Deputy Chancellor	Borough Title IX Liaisons (see above) Donna Brailsford, Veronica Pichardo, Stu Chasabenis, Rachelle Lewis, Tyee Chin, Steven Strull, Camille Kinlock, Anthony Stiffler, Raymond Palmer	Borough Citywide Office Directors of Student Services for: <ul style="list-style-type: none"> <li>• Manhattan</li> <li>• Queens North</li> <li>• A.C.C.E.S.S. Citywide (Alternative &amp; Adult Education; Citywide Transfers and Consortium High Schools; Co-op Tech; Evening, International, &amp; Outward</li> </ul>	officeofthefirstdeputychancellor@schools.nyc.gov  Title_IX_Inquiries@schools.nyc.gov	<ul style="list-style-type: none"> <li>• Provide ongoing support, training, and data analysis for schools regarding student services and school climate, including: <ul style="list-style-type: none"> <li>○ Investigating and reporting of complaints and allegations of student-to-student bullying, intimidation, discrimination, and harassment, including sexual harassment</li> <li>○ Developing and sustaining systems to ensure supportive, positive school culture</li> </ul> </li> </ul>

		<p>Bound Schools; Student Parent Support &amp; Early Childhood Education; Support for All Students)</p> <ul style="list-style-type: none"><li>• Brooklyn South</li><li>• Bronx</li><li>• Queens South</li><li>• Staten Island</li><li>• Brooklyn North</li></ul>		
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