



TITLE IX

NON-DISCRIMINATION STATEMENT

RSL will not discriminate against any student or employee on the basis of ethnicity, national origin, disability, religion, sex and actual or perceived sexual orientation, or any other basis prohibited by law.

Harassment under Title IX (sex), Title VI (race, color, or national origin), and Section 504 and Title II of the ADA (mental or physical disability) is a form of unlawful discrimination that will not be tolerated by RSL. Harassment is intimidation or abusive behavior toward a student/employee that creates a hostile environment, and that can result in disciplinary action against the offending student or employee.

Harassing conduct can take many forms, including verbal acts and name-calling, graphic and written statements, or conduct that is physically threatening or humiliating.

This nondiscrimination policy covers admissions or access to, or treatment or employment in, RSL' programs and activities. The lack of English language skills will not be a barrier to admission to or participation in RSL' programs or activities.

TITLE IX POLICY AND PROCEDURES

RSL does not discriminate on the basis of sex in its education programs and activities, including admission and employment. Accordingly, requires its staff, teachers, employees and students to abide by the requirements of Title IX of the Educational Amendments of 1972 and its implementing regulations. Sexual harassment is a form of sex discrimination and is explicitly prohibited, whether such conduct occurs on or off campus during or after school hours during or directly related to school-sponsored activities, or at a time and/or place directly related to school functions or an employee's school-related duties. It is the intent of RSL to maintain an environment free from sexual assault and sexual harassment of any kind; therefore, this policy commands that no student shall be subjected to sexual misconduct, sexual assault or sexual harassment by other students or RSL staff or employees. This policy shall be enforced, and the accompanying procedures shall be implemented regardless of whether a complaint has been filed with or an investigation has been instituted by any law enforcement agency.

Sexual harassment occurs when: education benefits are conditioned upon participation in unwelcome sexual conduct (i.e., Quid Pro Quo); unwelcome conduct occurs that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal

access to the school's education program or activity; and/or sexual assault (as defined in the Clery Act), dating violence, domestic violence, or stalking as defined in the Violence Against Women Act (VAWA).

Title IX requires RSL to take steps to prevent and remedy two forms of sex-based harassment: sexual harassment (including sexual violence) and gender-based sexual harassment is unwelcome conduct of a sexual nature. It includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual violence is a form of sexual harassment. Sexual violence, as the Office of Civil Rights uses the term, refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Title IX also prohibits gender-based harassment, which is unwelcome conduct based on a student's sex, or harassing conduct based on a student's failure to conform to sex stereotypes. Sex-based harassment can be carried out by school employees, other students, and third parties. All students can experience sex-based harassment, including male and female students, LGBT students, students with disabilities, and students of different races, national origins, and ages.

Title IX protects all students from sex-based harassment, regardless of the sex of the parties, including when they are members of the same sex.

Sex-based harassment creates a hostile environment if the conduct is sufficiently serious that it denies or limits a student's ability to participate in or benefit from the school's program. When a school knows or reasonably should know of possible sex-based harassment, it must take immediate and appropriate steps to investigate or otherwise determine what occurred. If an investigation reveals that the harassment created a hostile environment, the school must take prompt and effective steps reasonably calculated to end the harassment, eliminate the hostile environment, prevent its recurrence, and, as appropriate, remedy its effects.

RSL has adopted grievance procedures that provide for the prompt and equitable resolution of complaints made by students, employees, or other individuals who are participating or attempting to participate in its education program or activity, or by the Title IX Coordinator, alleging any action that would be prohibited by Title IX or the Title IX regulations.

Complaints:

The following people have a right to make a complaint of sex discrimination, including complaints of sex-based harassment, requesting that RSL investigate and make a determination about alleged discrimination under Title IX:

- A "complainant," which includes: o a student or employee of RSL who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX; or o a person other than a student or employee of RSL who is alleged to have been subjected to conduct that could constitute sex discrimination under Title IX at a time when that individual was participating or attempting to participate in RSL's education program or activity;
- A parent, guardian, or other authorized legal representative with the legal right to act on behalf of a complainant; or
- RSL's Title IX Coordinator.

Note that a person is entitled to make a complaint of sex-based harassment only if they themselves are alleged to have been subjected to the sex-based harassment, if they have a legal right to act on behalf of such person, or if the Title IX Coordinator initiates a complaint consistent with the requirements of 34

C.F.R. § 106.44(f)(1)(v). With respect to complaints of sex discrimination other than sex-based harassment, in addition to the people listed above, the following persons have a right to make a complaint:

- Any student or employee RSL; or
- Any person other than a student or employee who was participating or attempting to participate in the RSL education program or activity at the time of the alleged sex discrimination.

RSL may consolidate complaints of sex discrimination against more than one respondent, or by more than one complainant against one or more respondents, or by one party against another party, when the allegations of sex discrimination arise out of the same facts or circumstances. When more than one complainant or more than one respondent is involved, references below to a party, complainant, or respondent include the plural, as applicable.

Title IX Grievance Procedures:

RSL will treat complainants and respondents equitably.

RSL requires that any Title IX Coordinator, investigator, or decisionmaker not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. A decisionmaker may be the same person as the Title IX Coordinator or investigator. RSL presumes that the respondent is not responsible for the alleged sex discrimination until a determination is made at the conclusion of its grievance procedures. RSL is committed that grievance procedures will be conducted in a prompt and reasonable timeframe.

RSL will allow for the reasonable extension of timeframes on a case-by-case basis for good cause with notice to the parties that includes the reason for the delay. RSL will take reasonable steps to protect the privacy of the parties and witnesses during its grievance procedures.

These steps will not restrict the ability of the parties to obtain and present evidence, including by speaking to witnesses; consult with their family members, confidential resources, or advisors; or otherwise prepare for or participate in the grievance procedures. The parties cannot engage in retaliation, including against witnesses. RSL will objectively evaluate all evidence that is relevant and not otherwise impermissible—including both inculpatory and exculpatory evidence. Credibility determinations will not be based on a person's status as a complainant, respondent, or witness.

The following types of evidence, and questions seeking that evidence, are impermissible (i.e., will not be accessed or considered, except by RSL to determine whether one of the exceptions listed below applies; will not be disclosed; and will not otherwise be used), regardless of whether they are relevant:

- Evidence that is protected under a privilege recognized by Federal or State law or evidence provided to a confidential employee, unless the person to whom the privilege or confidentiality is owed has voluntarily waived the privilege or confidentiality;
- A party's or witness's records that are made or maintained by a physician, psychologist, or other recognized professional or paraprofessional in connection with the provision of treatment to the party or witness, unless RSL obtains that party's or witness's voluntary, written consent for use in its grievance procedures; and
- Evidence that relates to the complainant's sexual interests or prior sexual conduct, unless evidence about the complainant's prior sexual conduct is offered to prove that someone other than the respondent

committed the alleged conduct or is evidence about specific incidents of the complainant's prior sexual conduct with the respondent that is offered to prove consent to the alleged sex-based harassment. The fact of prior consensual sexual conduct between the complainant and respondent does not by itself demonstrate or imply the complainant's consent to the alleged sex-based harassment or preclude determination that sex-based harassment occurred.

Notice of Allegations:

Upon initiation of RSL's Title IX grievance procedures, RSL will notify the parties of the following:

- RSL Title IX grievance procedures and any informal resolution process;
- Sufficient information available at the time to allow the parties to respond to the allegations, including the identities of the parties involved in the incident(s), the conduct alleged to constitute sex discrimination, and the date(s) and location(s) of the alleged incident(s);
- Retaliation is prohibited; and
- The parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence or an accurate description of this evidence. [If RSL provides a description of the evidence: The parties are entitled to an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.] If, in the course of an investigation, RSL decides to investigate additional allegations of sex discrimination by the respondent toward the complainant that are not included in the notice provided or that are included in a complaint that is consolidated, RSL will notify the parties of the additional allegations.

Dismissal of a Complaint:

RSL may dismiss a complaint of sex discrimination if:

- RSL is unable to identify the respondent after taking reasonable steps to do so;
- The respondent is not participating in RSL's education program or activity and is not employed by RSL;
- The complainant voluntarily withdraws any or all of the allegations in the complaint, the Title IX Coordinator declines to initiate a complaint, and RSL determines that, without the complainant's withdrawn allegations, the conduct that remains alleged in the complaint, if any, would not constitute sex discrimination under Title IX even if proven; or
- RSL determines the conduct alleged in the complaint, even if proven, would not constitute sex discrimination under Title IX. Before dismissing the complaint, RSL will make reasonable efforts to clarify the allegations with the complainant.

Upon dismissal, RSL will promptly notify the complainant of the basis for the dismissal. If the dismissal occurs after the respondent has been notified of the allegations, then RSL will also notify the respondent of the dismissal and the basis for the dismissal promptly following notification to the complainant, or simultaneously if notification is in writing. RSL will notify the complainant that a dismissal may be appealed and will provide the complainant with an opportunity to appeal the dismissal of a complaint. If the dismissal occurs after the respondent has been notified of the allegations, then RSL will also notify the respondent that the dismissal may be appealed. Dismissals may be appealed on the following bases:

- Procedural irregularity that would change the outcome;
- New evidence that would change the outcome and that was not reasonably available when the dismissal was made; and

- The Title IX Coordinator, investigator, or decisionmaker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that would change the outcome. If the dismissal is appealed, RSL will:
- Notify the parties of any appeal, including notice of the allegations, if notice was not previously provided to the respondent;
- Implement appeal procedures equally for the parties;
- Ensure that the decisionmaker for the appeal did not take part in an investigation of the allegations or dismissal of the complaint;
- Ensure that the decisionmaker for the appeal has been trained consistent with the Title IX regulations;
- Provide the parties a reasonable and equal opportunity to make a statement in support of, or challenging, the outcome; and
- Notify the parties of the result of the appeal and the rationale for the result. When a complaint is dismissed, RSL will, at a minimum:
- Offer supportive measures to the complainant as appropriate;
- If the respondent has been notified of the allegations, offer supportive measures to the respondent as appropriate; and
- Take other prompt and effective steps, as appropriate, through the Title IX Coordinator to ensure that sex discrimination does not continue or recur within RSL education program or activity.

Investigation:

RSL will provide for adequate, reliable, and impartial investigation of complaints. The burden is on RSL—not on the parties—to conduct an investigation that gathers sufficient evidence to determine whether sex discrimination occurred. RSL will provide an equal opportunity for the parties to present fact witnesses and other inculpatory and exculpatory evidence that is relevant and not otherwise impermissible. RSL will review all evidence gathered through the investigation and determine what evidence is relevant and what evidence is impermissible regardless of relevance. RSL will provide each party with an equal opportunity to access the evidence that is relevant to the allegations of sex discrimination and not otherwise impermissible, in the following manner:

- RSL will provide an equal opportunity to access either the relevant and not otherwise impermissible evidence, or an accurate description of this evidence. [If RSL provides a description of the evidence: RSL will provide the parties with an equal opportunity to access the relevant and not otherwise impermissible evidence upon the request of any party.]
- RSL will provide a reasonable opportunity to respond to the evidence or the accurate description of the evidence; and
- RSL will take reasonable steps to prevent and address the parties' unauthorized disclosure of information and evidence obtained solely through the grievance procedures. Disclosures of such information and evidence for purposes of administrative proceedings or litigation related to the complaint of sex discrimination are authorized.

Questioning the Parties and Witnesses:

The RSL decisionmaker may question parties and witnesses to adequately assess a party's or witness's credibility to the extent credibility is both in dispute and relevant to evaluating one or more allegations of sex discrimination.

Determination Whether Sex Discrimination Occurred:

Following an investigation and evaluation of all relevant and not otherwise impermissible evidence, RSL will:

- Use the preponderance of the evidence standard of proof to determine whether sex discrimination occurred. The standard of proof requires the decisionmaker to evaluate relevant and not otherwise impermissible evidence for its persuasiveness. If the decisionmaker is not persuaded under the applicable standard by the evidence that sex discrimination occurred, whatever the quantity of the evidence is, the decisionmaker will not determine that sex discrimination occurred.
- Notify the parties in writing of the determination whether sex discrimination occurred under Title IX including the rationale for such determination, and the procedures and permissible bases for the complainant and respondent to appeal, if applicable;
- Not impose discipline on a respondent for sex discrimination prohibited by Title IX unless there is a determination at the conclusion of the grievance procedures that the respondent engaged in prohibited sex discrimination.
- If there is a determination that sex discrimination occurred, the Title IX Coordinator will, as appropriate:
 - o Coordinate the provision and implementation of remedies to a complainant and other people RSL identifies as having had equal access to RSL education program or activity limited or denied by sex discrimination;
 - o Coordinate the imposition of any disciplinary sanctions on a respondent, including notification to the complainant of any such disciplinary sanctions; and
 - o Take other appropriate prompt and effective steps to ensure that sex discrimination does not continue or recur within RSL's education program or activity.
- Comply with the grievance procedures before the imposition of any disciplinary sanctions against a respondent; and
- Not discipline a party, witness, or others participating in the grievance procedures for making a false statement or for engaging in consensual sexual conduct based solely on the determination whether sex discrimination occurred.

Appeal of Determinations:

To appeal a determination of whether sex discrimination occurred: The appellant must submit an appeal request in writing to the Title IX appeal person within 5 school days of the decision. This appeal process will be, at a minimum, the same as RSL offers in all other comparable proceedings, including proceedings relating to other discrimination complaints. In reviewing the decision, the Appeal Person may uphold, modify, or reverse the decision of the Title IX Decision Maker; however, the Appeal Person's review of the Title IX Investigation findings is final.

Supportive Measures:

RSL will offer and coordinate supportive measures as appropriate for the complainant and/or respondent to restore or preserve that person's access to RSL's education program or activity or provide support during

RSL Title IX grievance procedures or during the informal resolution process. For complaints of sex-based harassment, these supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The recipient must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the recipient to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

Disciplinary Sanctions and Remedies:

Following a determination that sex-based harassment occurred, RSL may impose disciplinary sanctions, which may include discipline up to termination. RSL may also provide remedies, which may include practices similar to the supportive measures designed to restore or preserve equal access to the recipient's previous activity.

Questions regarding Title IX may be referred to the U. S. Department of Education, Office of Civil Rights (OCR) or to RSL's Title IX Coordinator: Ashley Eason.

RSL's Title IX Personnel consist of the following individuals:

1. The Title IX Coordinator: Ashley Eason (225) 205-1981 aeason@rsl.org
2. The Title IX Investigator(s): Britney Turner (225) 773-5129 btturner@rsl.org
3. The Title IX Decision-Maker: Candace Lucas (225) 773-6984 clucas@rsl.org
4. The Title IX Appeal Person: Dr. Megan McNamara (818) 288-4673 mmcnamara@rsl.org

Definition of Sexual Harassment

1. Sexual assault or sexual harassment is unwelcome conduct of a sexual nature.
2. Sexual harassment may include, but is not limited to, unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature when at least one (1) of the following occurs:
 - Submission to such conduct is made, either implicitly or explicitly, a term or condition of the student's grades, academic status, or progress or is used to deprive the student of access to the educational opportunities and benefits provided by the RSL.
 - Submission to or rejection of such conduct is used as the basis for academic or other school related decisions affecting the student.
 - Such conduct of a sexual nature is sufficiently severe, persistent, or pervasive and has the purpose or effect of unreasonably interfering with the student's academic performance or of creating an intimidating, hostile, or offensive educational environment for the student.
3. Extended Definition of Sexual Harassment which may include but is not limited to:
 - Verbal harassment or abuse
 - Uninvited letters, telephone calls, or materials of sexual nature
 - Uninvited or inappropriate leaning over, cornering, patting or pinching

- Uninvited sexually suggestive looks or gestures
- Intentional brushing against a student's or school employee's body
- Uninvited pressure for dates
- Uninvited sexual teasing, jokes, remarks or questions
- Any sexually motivated unwelcome touching
- Any conduct resulting in an intimidating, hostile or offensive educational environment
- Attempted or actual rape or sexual assault or sexual battery

Violations

1. Students and employees are encouraged and expected to immediately report incidences of alleged sexual discrimination or harassment and/or retaliation in accordance with these regulations and procedures.
2. A report or complaint – written or verbal – of an alleged violation of this policy must be sufficiently clear and explicit so that it can be recognized as a legitimate report of sexual discrimination or harassment or retaliation. This means that a report or complaint must, at a minimum, include: (a) a description of an alleged act of sexual discrimination or harassment or retaliatory conduct, including the date, time, and place it allegedly occurred; (b) identity of the alleged victim; (c) identity of the alleged harasser; and (d) identity of the reporting person.
3. All alleged violations of this policy shall be handled seriously and according to these regulations and procedures.
4. Discipline/Consequences.
 - Any student who is determined to have engaged in a sexual assault, sexual discrimination or harassment or retaliation against another individual in violation of this policy may be subject to disciplinary action, up to and including expulsion.
 - Any employee who is determined to have permitted, engaged in, or failed to report sexual assault, sexual harassment or retaliation in violation of this policy and the related procedures may be subject to disciplinary action, up to and including termination.

Enforcement

Each Principal, staff member, and teacher has the responsibility of taking such reasonable steps necessary and practicable to maintain a work environment and educational environment free of sexual assault and sexual discrimination or harassment. Such steps shall include implementation of the following:

1. All teachers, other staff members, and all employees shall cooperate, as needed, in any formal and informal investigations instituted under this policy. The Title IX Investigator is responsible to investigate any report of sexual discrimination or harassment involving student on student in coordination with the Title IX Coordinator. Reports involving an employee shall also be immediately reported to the Title IX Coordinator.
2. All principals, administrators and staff in charge of discipline of students shall, in accordance with policy and law, take such disciplinary action against any student found to be in violation of the sexual harassment policy as may be appropriate under the circumstances.
3. Within the first week of school each school year, the Title IX Coordinator through each Principal

4. or Building Site coordinator shall ensure that an in-service program addressing the sexual harassment policy and procedures is provided for all teachers, staff and employees.
5. During orientation at the beginning of each school year or at the time of a new student's enrollment, the Principal of the school shall ensure that instruction about sexual harassment, RSL policy, and its procedures are provided to students.
6. Teachers, counselors, and administrators shall instruct students on the sexual assault, dating violence, or sexual harassment report and complaint procedures within the educational setting on an as-needed basis.
7. The Title IX Coordinator shall ensure that the sexual assault, dating violence, or sexual harassment policy and procedures are provided to all students, parents, and employees by:
 - Including a restatement of the policy and procedures in the student handbook;
 - Posting an age-appropriate restatement of the policy against sexual assault and sexual harassment, the report and complaint procedures, and notice of the Title IX Coordinator at visible and accessible sites for students, for parents, and for employees;
 - Making a copy the complete policy and procedures available on request for students, parents, and employees at the school office and the central office; and
 - Maintaining the policy and procedures on RSL's website.

RIGHTS CONCERNING DISCRIMINATION

RSL shall direct that anyone who wishes to file a complaint alleging discrimination on the basis of disability in employment practices and policies or the provision of services, activities, programs, or benefits by the school shall do so in the following manner:

The complaint should be in writing and contain information about the alleged discrimination such as name, address, and phone number of the complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interview or a tape recording of the complaint will be made available for persons with disabilities upon request. A complaint form is available by calling the ADA Coordinator at 225-939-7490.

The complaint should be submitted as soon as possible but no later than sixty (60) calendar days after the alleged violation. Within fifteen (15) calendar days after receipt of the complaint, the ADA Coordinator shall meet with the complainant to discuss the complaint and possible resolutions. Within fifteen (15) calendar days after the meeting, the ADA Coordinator shall issue a written determination as to the validity of the complaint and a description of the resolution, if any, and, where appropriate, in a format accessible to the complainant, such as large print or audio tape.

The complainant may request a reconsideration of the matter if he or she is dissatisfied with the resolution. The request for reconsideration shall be made within fifteen (15) calendar days of the date of the written determination issued by the ADA Coordinator and, in writing or by alternative means, to the Superintendent.

Within twenty (20) calendar days after receipt of the request for reconsideration, the Superintendent or his/her designee shall issue a written determination concerning the request for reconsideration or in an alternative format, if required. The Superintendent's or designee's written determination shall be a final resolution of the complaint. The right of a person to pursue a complaint filed hereunder shall not be

impaired by the person's pursuit of other remedies such as filing of an ADA complaint with the responsible federal department or agency.

Additional information prohibiting other forms of unlawful discrimination/harassment, inappropriate behavior, and/or hate crimes may be found in other RSL policies that are available at the school. It is the intent of RSL that all such policies are read consistently to provide the highest level of protection from unlawful discrimination in the provision of educational services and opportunities.

In addition, the law allows release of education records without the consent of the parent or student to an authorized representative of the Comptroller General or Attorney General of the United States; to an authorized official of the financial institution to which the student applied to receive financial aid; to an authorized official of an accrediting organization; to an authorized representative of the Secretary of the U.S. Department of Education; to an authorized representative of the Louisiana State Department of Education; to comply with a judicial order or lawfully issued subpoena to appropriate officials in connection with a health or safety emergency; to the Louisiana juvenile justice system or as otherwise authorized by law or regulation. The information may also be released without consent to organizations conducting certain studies for or on behalf of RSL. The above are samples of possible disclosures and not a complete list.

Further, two federal laws require local educational agencies such as RSL to provide military recruiters, upon request, with three information categories – names, address and telephone listings – unless parents have advised RSL that they do not want their student's information disclosed without their prior written consent.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by RSL to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:
Family Policy Committee

U. S. Department of Education 400 Maryland Avenue, SW Washington, D.C. 20202-4605

Other federal laws may require release of certain education records or student information, such as The National School Lunch Act and the Patriot Act.

The Title II Coordinator/Title IX Coordinator/Section 504 Coordinator for RSL is Ashley Eason. She can be reached at Aeason@rsl.org.