

# PALO ALTO UNIFIED SCHOOL DISTRICT

25 Churchill Avenue - Palo Alto, CA 94306

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## Responses to Requested Information:

1. Other than BP/AR 5145.3 and BP/AR 5145.7, any policy addressing discrimination, including harassment, against students on the basis of sex; an explanation of how the policy is publicized or disseminated to students, faculty, staff, and administrators, and any written notices about the policy.
  - In addition to BP/AR 5145.3 and BP/AR 5145.7 the primary policy addressing discrimination, including harassment, against students on the basis of sex is the uniform complaint procedure at BP/AR 1312.3.
  - Also, in addition to BP/AR 5145.3, BP/AR 5145.7, and BP/AR 1312.3, the District policies and regulations below address prevention of discrimination and harassment based on sex:
    - BP 0410 Nondiscrimination in District Programs and Activities
    - BP 0450 Comprehensive Safety Plan
    - BP/AR 1312.1 Complaints Concerning District Employees
    - BP/AR 4119.11/4219.11/4319.11 Sexual Harassment (Personnel)
    - BP 5030 Student Wellness
    - BP 5131 Conduct
    - BP/AR 5141.4 Child Abuse Prevention and Reporting
    - BP/AR 5144 Discipline
    - BP/AR 5144.1 Suspension and Expulsion/Due Process
    - AR 5144.2 Suspension and Expulsion/Due Process (Students with Disabilities)
    - BP 5145.6 Parental Notifications
    - BP 5145.9 Hate Motivated Behavior
    - BP/AR 5146 Married/Pregnant/Parenting Students
    - BP 6142.1 Sexual Health and HIV/AIDS Prevention Instruction
    - BP/AR 6144 Controversial Issues
    - BP/AR 6145.2 Athletic Competition
    - BP/AR 6163.4 Student Use of Technology
    - BP 6164.2 Guidance/Counseling Services
  - The above policies and regulations are publicized and disseminated as described below for Item 2.
2. A description of how BP/AR 5145.3, BP/AR 5145.7, and BP/AR 1312.3 are publicized or disseminated to parents and students; copies of or web links for any written notice [to] parents and students about the procedures, including information in parent and student handbooks:
  - District website: <http://pausd.org/parents/discrimination/index.shtml>  
[http://pausd.org/community/complaint\\_policies/index.shtml](http://pausd.org/community/complaint_policies/index.shtml)  
<http://pausd.org/community/board/Policies/index.shtml>

- *Notice to Parents/Guardians of District Policies* (All parents must sign for receipt of this information annually for student registration.)(Please see attached Parent Notification of District Policies.)
  - Student handbooks (Please see attached example Palo Alto High School Handbook 2013-2014, cover page and pages 2,3,9,12,14,25,33,35,36-41,44,48-49,51.)
  - Parent handbooks (Please see attached example Jordan Middle School Handbook 2012-13, pages 5-6,7-12,17,23-24,27-28,37,38,40-41,42-43.)
  - Available at all school sites and District office
  - Public Notices on Title IX (English and Spanish) are posted in a prominent place in each school's main office, in all staff lounges, and on all student bulletin boards (Please see attached example of Public Notice of District Compliance Coordinator for Title IX Regulations.)
  - All proposed policy updates go through the Board Policy Review Committee before going to the Board of Education for two meetings. All meetings are open to the public and materials are posted.
3. A description of any specialized training on sexual harassment and/or sexual assault, including methods for investigating complaints, that has been provided to the Title IX Coordinator / Associate Superintendent responsible:
- Member – Association of Title IX Administrators (ATIXA)
    - Attended ATIXA 2<sup>nd</sup> Annual National Conference, August 2013 (Please see attached Conference Agenda.)
  - Attended School Policy Institute on Sexual Misconduct and School Policy and Protocols, January 2014 (Please see attached Policy Institute Agenda.)
  - Attended Creating Safe Schools: Bullying Intervention and Prevention: Students with Disabilities (and related harassment prevention and intervention issues), Palo Alto Unified School District, Fall 2013 (Please see attached presentation slides.)
  - Attended Bi-Annual Trainings on Sexual Harassment Prevention for Administrative Staff during Term as Administrator in Pleasanton Unified School District, 2004-2011
4. Complaints of sexual harassment against Palo Alto High School students, including sexual violence, submitted to the School or the District, from the beginning of the 2011-2012 school year through the date of this data request. For each complaint, provide (a) a copy of the complaint, (b) brief narrative description of the District's investigation and resolution, including timing of the response, an explanation of the school or District's findings, any corrective or remedial action taken and (c) a copy of any letter of finding or determination letter issued to the complainant.
- No complaints of sexual harassment against Palo Alto High School students were submitted to the School or District under the Uniform Complaint Procedures during 2011-12, 2012-13, or to date in 2013-14.
  - The School addressed incidents involving potential sexual harassment under the School's discipline procedures as described in the Behavior Detail Reports provided with the response to Item 6.
5. A list of any other incident of alleged sexual harassment, including sexual violence, against a Palo Alto High School student of which the District had notice from the beginning of the 2011-2012 school year through the date of this data request. For each alleged incident, provide a narrative description of (a) the alleged harassment and an explanation of how the school or the District received notice of the allegations,

and (b) the investigation and resolution, including timing of the response and an explanation of the school or District's findings and any corrective or remedial action taken.

- Other than the incidents provided in the response to Item 6 below, for which Behavior Detail Reports are included, the only other incidents for which the District had notice are the two incidents that the District reviewed with OCR's investigating attorneys during the initial phase of this investigation.

6. The total number of student disciplinary referrals at Palo Alto High School in each of the following categories from the beginning of the 2011-2012 school year through the date of this data request: committed sexual harassment; committed an obscene act or engaged in profanity or vulgarity; and committed or attempted to commit sexual assault, or committed a sexual battery:

#### Committed Sexual Harassment

- **2011-12** – 8\* discipline referrals
- **2012-13** – 9\* discipline referrals
- **2013-14** – 1\* discipline referral

\*The discipline referrals calculated above include incidents that were filed in another discipline category (for example, Class Disruption) and that included a component of potential sexual harassment.

#### Committed an Obscene Act or Engaged in Profanity or Vulgarity

- **2011-12** – 3 discipline referrals
- **2012-13** – 5 discipline referrals
- **2013-14** – 4 discipline referrals

#### Committed or Attempted to Commit Sexual Assault or Sexual Battery

- **2011-12** – 0 discipline referrals
- **2012-13** – 0 discipline referrals
- **2013-14** – 0 discipline referrals

Please see the attached Behavior Detail Reports for the respective school years above that describe the incidents and resolutions.

7. A description of any proactive steps Palo Alto High School or the District has taken from the beginning of the 2011-12 school year through the data of this data request to prevent sexual harassment, including sexual violence, against students at the School.

- The steps described below are intended to be in addition to those described in communications during the initial phase of this investigation.
- Staff training: Creating Safe Schools: Bullying Intervention and Prevention: Students with Disabilities (and related harassment prevention and intervention issues)–with Dora Dome offered on 8/7/12 (PAUSD staff), 5/21/13 (PAUSD Leadership Team/Site Administrators), 8/14/13 (Palo Alto High School staff), 11/26/13 (Palo Alto High School make-up), and 2/2/14 (Palo Alto High School make-up)
- Living Skills Course (Please see attached description of course curriculum.)
- Counseling services

- Not in our School (NIOS), April 2013
  - Advisory for juniors and seniors
  - Adolescent Counseling Service Referral, 3 free session referral to outside resources
  - 18-year-old Program
    - Discussion and distribution of California Bar Association Pamphlet in Senior Advisory classes and at the Senior parent night in the Fall 2013-14  
<http://www.calbar.ca.gov/Public/Pamphlets/WhenYouTurn18.aspx>
  - Student Handbook
    - Discussed in classes first full week of school, sexual and disability-based harassment is covered. (Please see lesson plan attached.)
  - Camp Everytown
    - 25-60 students attend camp annually - centered around leadership skills with a focus on breaking down stereotypes, gender, and privilege, giving students a greater understanding of themselves, others, and the community.
  - Common Ground
    - For incoming 9<sup>th</sup> graders, this is a program similar to Camp Everytown that is held on school grounds. First held at Paly in summer of 2013 for approximately 45 students.
  - Communications:
    - Principal's Appropriate Behavior Letter (Please see attached.)
    - Paly Principal's Update (Blogpost) – January 22, 2014 (Please see attached.)  
<http://palyprincipal.ning.com/blog/white-house-report-a-must-read-for-our-entire-community>
    - Assembly: Eve Ensler, author of "The Vagina Monologues" spoke to students at Palo Alto High School on May 21, 2013
    - Emails to Paly staff
      - 05/20/13 email from Kathleen Woods, Paly Theatre Arts program director (Please see attached.)
      - 05/17/13 email from Paul Kandell, teacher and adviser Verde magazine, and The Paly Voice (Please see attached.)
      - 04/23/13 email from Paul Kandell (Please see attached.)
  - Student Productions/Performances:
    - Students at Gunn High School performing "The Vagina Monologues", February 2014  
<http://gunnoracle.com/2014/01/student-directed-play-highlights-female-sexuality/>
8. Any District studies, reports, campus newspaper articles, or other documentation concerning issues of sexual harassment, including sexual violence, against students from the beginning of the 2011-2012 school year to the date of this data request:
- California Healthy Kids Survey, Palo Alto Unified Secondary, 2011-12 Main Report (Please see attached, including Tables A3, A4, A6, A8, A9, B4, and G1.)
  - The Oracle (Gunn) 11/18/13 *Ask.fm is a burden on teenagers' emotional security*  
<http://gunnoracle.com/2013/11/ask-fm-is-a-burden-on-teenagers-emotional-security/>
  - The Oracle (Gunn) 10/17/13 1 *The Oracle debates appropriate dress: Cons on Slut-Shaming*  
<http://gunnoracle.com/2013/10/the-oracle-debates-appropriate-dress-cons-on-slut-shaming/>
  - The Oracle (Gunn) 10/17/13 *The Oracle debates appropriate dress: Pros on Slut-Shaming*  
<http://gunnoracle.com/2013/10/the-oracle-debates-appropriate-dress-pros-on-slut-shaming/>
  - The Paly Voice 9/12/13 *Opinion: End.fm* <http://palyvoice.com/2013/09/12/opinion-end-fm/>

- The Paly Voice 4/23/13 *Copy of introduction letter sent to faculty*  
<http://palyvoice.com/2013/04/23/copy-of-introduction-letter-sent-to-faculty/>
- The Paly Voice 4/8/13 *Introduction to "You can't tell me I wasn't raped"*  
<http://palyvoice.com/2013/04/08/introduction-you-cant-tell-me-i-wasnt-raped/>
- Verde (Paly) April 2013 *Rape Culture*  
*Editorial: Practice More Objective Reporting* <http://palyvoice.com/2013/04/08/verde-editorial-practice-more-objective-reporting/>  
*You can't tell me I wasn't raped*  
<http://palyvoice.com/2013/04/08/you-cant-tell-me-i-wasnt-raped/>  
*From a different perspective* <http://palyvoice.com/2013/04/08/from-a-different-perspective-a-discussion-with-paly-quys/>  
*Breaking the silence* <http://palyvoice.com/2013/04/08/breaking-the-silence/>  
*Taking it seriously* <http://palyvoice.com/2013/04/08/taking-it-seriously/>  
*The state of rape today* <http://palyvoice.com/2013/04/08/the-state-of-rape-today/>
- The Oracle (Gunn) 4/8/13 *Acceptance on campus: How Gunn measures up*  
<http://gunnoracle.com/2013/04/acceptance-on-campus-how-gunn-measures-up>
- The Oracle (Gunn) 10/24/12 *Sexualizing Halloween costumes perpetuates stereotypes*  
<http://gunnoracle.com/2012/10/sexualizing-halloween-costumes-perpetuates-stereotypes/>

9. Any other information the District wishes to provide related to this investigation:

- The District has been engaged over the past year in ongoing work with OCR on revision of the District's Board Policies and Administrative Regulations on Uniform Complaint Procedures (BP and AR 1312.3) and Nondiscrimination/Harassment (BP 5145.3). This work also led to incorporation of the revised grievance process in the District's separate policy on Sexual Harassment (BP 5145.7). These policies are under final consideration by the District's Board and scheduled for approval later this month. Once approved, the District will provide communications on the revised policies and complaint procedures to the District community and trainings for District staff.