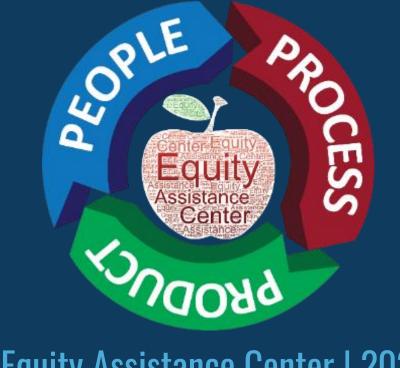
TITLE IX

Coordinator Training and Work Session Arch Ford Education Service Cooperative 3 August 2023



Equity Assistance Center | 2021





ADE Vision

Every Arkansan is **equitably** prepared, supported, and inspired to succeed in school, career, community, and life.

DESE Mission

The Arkansas Department of Education provides **leadership**, **support**, **and service** to schools, districts, and communities so every student graduates prepared for college, career, and community engagement.



Equity Assistance Center (EAC)

VS.

Office for Civil Rights (OCR)

Equity Assistance Center (EAC)

- ADE Division of Elementary and Secondary Education
- Provides Technical Support and Guidance in Arkansas
- Investigates Complaints
- Liaison with the Office for Civil Rights

Office for Civil Rights (OCR)

- United States Department of Education
- Provides Guidance and Support throughout U.S.
- Ensures Compliance through Reviews and Investigations
- Ultimate Responsibility to Enforce

Equity Assistance Center



This training is technical assistance and guidance.

THE EAC CANNOT PROVIDE LEGAL ADVICE.



Every Public School



= EQUITY

ENVIRONMENT

SAFE

CONDUCIVE FOR LEARNING **STUDENT**

QUALITY EDUCATION

FREE FROM DISCRIMINATION



What is Title IX?

Prohibits discrimination on the basis of sex in education programs and activities that receive federal financial assistance.

SOME EXAMPLES:

- Failure to provide equal opportunity in athletics
- Discrimination in STEM courses and programs
- Discrimination based on pregnancy
- Title IX Sexual Harassment



History of Title IX

Education Amendments of 1972

• 1975-US Dept. of Education published 34 CFR Part 106, implementing Title IX

Guidance documents were used when law had not specifically addressed an issue

- 1997-US Dept. of Education published Sexual Harassment Guidance
- 2001-US Dept. of Education published Revised Sexual Harassment Guidance
- 2011 and 2016-Dear Colleague Letters

New Regulations became effective August 14, 2020

Included Sexual Harassment as a form of sex discrimination

Proposed New Rules

- Published July 12, 2022
 - Revised Sexual Harassment
 - Additional Protections for Pregnant and Parenting Students
- Published April 13, 2023
 - Sex-related criteria for athletic teams.

PROPOSED New Rules

Timeline

- 1. Final Rules will be published October 2023
 - July 12, 2022, NPRM
 - April 13, 2023, NPRM
- 2. They must give at least 30 days before they are in effect
 - More time can be given typically at least 60 days.
- 3. EAC will provide training in the Fall.



Coordinator & District/Charter

Responsible to ensure that the environment for students and employees is free from unlawful sex discrimination in all aspects of the educational experience, including academics, extracurricular activities, and athletics.

Must be an **EMPLOYEE** of the district/charter/entity

And AUTHORIZED to do their job which is to

COORDINATE recipient's efforts to comply with Title IX responsibilities

 Must have knowledge of the district's policies and procedures to comply with Title IX, AND

 Should be involved in the revision of the policy and procedures.

COORDINATES THE IMPLEMENTATION OF DISTRICT PROCEDURES FOR

- Educating the district/charter's community on **how to file a complaint** alleging any violation of Title IX (including sexual harassment)
- Investigating and resolving Title IX complaints of sex-based discrimination,
- Investigating formal complaints of Title IX sexual harassment,
- Working with law enforcement when necessary, and
- Ensuring that grievance procedures and the grievance process are properly and appropriately followed.



ANY PERSON

may report to the Title IX Coordinator

ANY TIME

during business and non-business hours

VERBAL OR WRITTEN

in person, by mail, by telephone, or by email

Students

Parents/Guardians

The recipient must notify

Employees

ApplicantsAdmission/Employment

Unions/Professional OrganizationsCollective Bargaining/Professional Agreements

(contact information needs to be on Website and in each handbook or catalog made available to required parties).



CONTACT INFORMATION

of the Title IX Coordinator

** PROMINENTLY DISPLAYED **

NON-DISCRIMINATION POLICY

** PROMINENTLY DISPLAYED **

TRAINING MATERIALS

used to train the Title IX Personnel Team





** PROMINENTLY DISPLAYED **

How many mouse clicks does it take?

CONTACT INFORMATION

- Name and Title
- Phone Number
- Physical Address
- Email Address

NON-DISCRIMINATION POLICY

Combined or separate?

TRAINING MATERIALS

- Are all materials available?
- Videos vs. presentation slides
- Materials used to train contracted team members



SHOULD...

- Assist the district in developing a method to survey the school climate and coordinate the collection and analysis of information from the survey
- Have access to information regarding enrollment in particular subject areas, discipline, policy violations, and incidents of Title IX violations (data).
- Ensure that sex discrimination is not causing any **disproportionality** or otherwise negatively affecting a student's access to equal educational opportunities by monitoring students' participation in
 - Athletics
 - Activities
 - Pre-AP/AP

REGULARLY REVIEWS THE DISTRICT'S PROGRAMS AND RESPONSES TO ALL COMPLAINTS TO

- Monitor outcomes,
- Identify patterns, and
- Assess effects on the campus climate.

COORDINATING DISTRICT COMPLIANCE

- Are all procedures, processes and protocols written in language appropriate for the audience and widely disseminated?
- What is your communication process for:
 - Students
 - With disabilities
 - English language learners
 - Parents/guardians
 - Employees
- Do the grievance procedures have all the elements for the **prompt and equitable** resolution of student and employee complaints under Title IX?

RECRUITMENT, ADMISSIONS, AND COUNSELING

- Ensure that the district does not use different materials for students based on sex for counseling
 - Students in terms of class or career selection
 - Counseling applications for admission
- Work with the school administrators to
 - Remind the school community that all students must have equal access to all programs
 - Encourage involvement in non-traditional fields

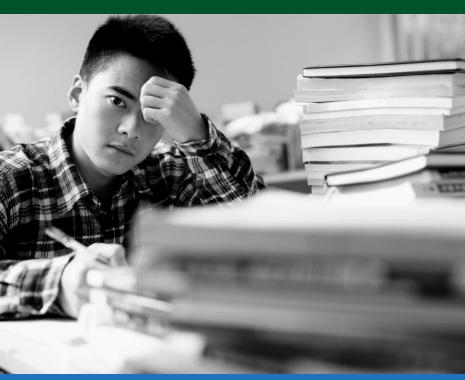
PROCEDURES

- Notice of Nondiscrimination and Title IX Coordinator Contact Information
 - Notify?
 - Applicants for admission and employment
 - Students
 - Parents or legal guardians
 - Employees
 - All unions or professional organizations holding collective bargaining or professional agreements
 - District Website
 - Handbooks
 - Catalogs
- **Grievance Procedure** It is published?

PROCEDURES

- Self-evaluation Results Collection of Data and Survey
 - Identify programs with disproportionate enrollment based on sex
 - Ensure that sex-based discrimination is not occurring
- Training based on Survey Results
 - Staff, Students, and Parents (if needed)
- Sexual Harassment Training
 - Title IX personnel (required)
 - Staff (EAC recommended)

Sex Discrimination Big Picture Law



On the basis of sex, may not

- Exclude from participation in;
- Deny the benefits of;
- Treat differently from another person; OR
- Otherwise subject to discrimination



Athletics

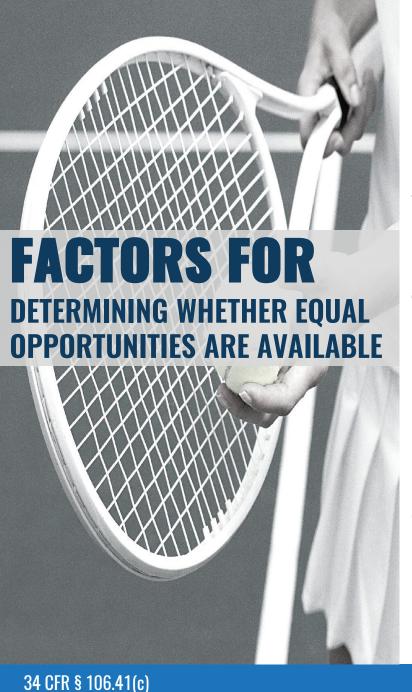
MUST NOT EXCLUDE ON THE BASIS OF SEX

- Participation in:
- Be denied the benefits of:
- Be treated differently from another person; OR
- Otherwise be discriminated against

MAY OPERATE SEPARATE TEAMS

- Selection for such teams is based upon competitive skill;
- Or activity involved is a contact sport.
 - Boxing
 - Wrestling
 - Football
 - Rugby
 - Ice Hockey
 - Basketball
 - Other sports where purpose or major activity involves bodily contact.

MUST PROVIDE EQUAL ATHLETIC OPPORTUNITY FOR BOTH SEXES



- 1. Sports selection and competition levels effectively accommodate the interests and abilities of both sexes
- 2. The provision of equipment and supplies
- 3. Scheduling of games and practice time
- 4. Travel and per diem allowance
- 5. Opportunity to receive coaching and academic tutoring
- 6. Assignment and compensation of coaches and tutors
- 7. Provision of locker rooms, practice, and competitive facilities
- 8. Provision of medical and training facilities and services
- 9. Provision of housing and dining facilities and services
- 10. Publicity

Three Part Test

ANY ONE CAN BE MET FOR COMPLIANCE:

- The number of male and female athletes is **substantially proportionate** to their respective enrollments
- The institution has a history and continuing practice of expanding participation opportunities responsive to the developing interests and abilities of the underrepresented sex
- The institution is fully and effectively accommodating the interests and abilities of the underrepresented sex

MUST NOT EXCLUDE ON THE BASIS OF SEX

- Participation in:
- Be denied the benefits of:
- Be treated differently from another person; OR
- Otherwise be discriminated against

Activities

MAY HAVE SINGLE-SEX EXTRACURRICULAR ACTIVITIES

- Based on the school's important objective:
 - To improve educational achievement of its students; AND
 - To meet the particular, identified educational needs of its students
- Implemented in an evenhanded manner
- Completely voluntary.
- Periodic Evaluation at least every 2 years.

MUST PROVIDE A SUBSTANTIALLY EQUAL EXTRACURRICULAR ACTIVITY TO EXCLUDED STUDENTS IN THE SAME ACTIVITY



Shall not apply any rule concerning a student's actual or potential: parental, family, or marital status which treats students differently on the basis of sex.



Shall not discriminate or exclude any student on the basis of student's pregnancy, childbirth, false pregnancy, termination of pregnancy or recovery therefrom.

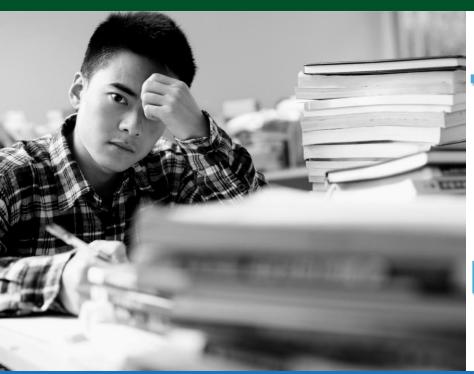


Must allow student to return to the **same extracurricular status** as before their medical leave began.



- May require the student to obtain a physician certification...
- May offer a separate program or activity for pregnant students...
- Must treat pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery therefrom as any other temporary disability.*
- Must protect student from harassment based on pregnancy or related conditions.

Sex Discrimination Big Picture Law



Title IX Sexual Harassment

Form of Sex Discrimination



SEX DISCRIMINATION GRIEVANCE PROCEDURE

VS.

TITLE IX SEXUAL HARASSMENT GRIEVANCE PROCESS

Title IX Personnel Team



Title IX Coordinator



Investigators



Decision-Makers
WRITTEN DETERMINATION

APPEALS



Informal Resolution Facilitators

Personnel Team Training

ALL Team Members

- Title IX definition of sexual harassment
- Scope of the education program/activity
- Conducting an investigation
- Grievance process
- Hearings (If conducting hearings)
- Appeals
- Impartiality
 - Prejudging facts
 - Conflicts of interest
 - Bias
- Informal resolution (If offering informal resolution)

Investigators

- Issues of relevance
 - Evidence

Decision Makers

- Issues of relevance
 - Evidence
 - Questions
- Technology used in hearings (if conducting hearings)

General Response to Title IX Sexual Harassment

Actual Knowledge*

* Actual knowledge means notice (report) of Title IX sexual harassment or allegations of Title IX sexual harassment to a recipient's Title IX Coordinator or to any employee of an elementary and secondary school.

Grievance Process for Title IX Sexual Harassment

Formal Complaint

Equity Assistance Center | 2023

General Response to Title IX Sexual Harassment

Actual Knowledge*

* Actual knowledge means notice (report) of Title IX sexual harassment or allegations of Title IX sexual harassment to a recipient's Title IX Coordinator or to any employee of an elementary and secondary school.

- RESPOND PROMPTLY
 - Contact District Title IX Coordinator.
- RESPOND EQUITABLY
- DISCUSS SUPPORTIVE MEASURES
- EXPLAIN FORMAL COMPLAINT

• EMERGENCY REMOVAL OR ADMINISTRATIVE LEAVE

General Response to Title IX Sexual Harassment

EMERGENCY REMOVAL

• Recipient Must:

- Undertake an **individualized** safety and risk analysis
- Determine that an immediate threat to the physical health or safety of any student or other individual <u>arising from the</u> <u>allegations of sexual harassment</u> justifies removal
- Provide the respondent with notice and an opportunity to challenge the decision <u>immediately following the</u> <u>removal</u>
- --- Must follow IDEA, § 504 and/or ADA ---
- --- requirements for the removal process ---



Guidelines

- COMPLAINANT MUST BE PARTICIPATING IN OR ATTEMPTING TO PARTICIPATE
 - in the education program or activity of the recipient with which the formal complaint is filed
- PARENT OR GUARDIAN MAY FILE A FORMAL COMPLAINT
 - on behalf of complainant
- "DOCUMENT FILED BY A COMPLAINANT" MEANS
 - a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint

Grievance Process for Title IX Sexual Harassment

Formal Complaint



TITLE IX SEXUAL HARASSMENT MEANS

Conduct On The Basis Of Sex That Satisfies One Or More Of The Following:



An employee of the recipient*
conditioning the provision of an aid,
benefit, or service of the recipient on
an individual's participation in
unwelcome sexual conduct;



Sexual assault, dating violence, domestic violence, or stalking



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 recipient's education program or activity;

^{*} Recipient - institution that receives federal financial assistance

SEX OFFENSES AS FORMS OF SEXUAL HARASSMENT:

DOMESTIC VIOLENCE

Includes felony or misdemeanor crimes of violence committed by

- a) a current or former spouse or intimate partner of the victim.
- b) a person with whom the victim shares a child in common,
- a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
- a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or
- e) any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

DATING VIOLENCE

Violence committed by a person

- a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- b) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship.
 - ii. The type of relationship.
 - iii. The frequency of interaction between the persons involved in the relationship.

STALKING

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to-

- A. fear for his or her safety or the safety of others; or
- B. suffer substantial emotional distress.
- * This includes cyber-stalking (online or through messaging platforms)
- Questions and Answers on the Title IX Regulations on Sexual Harassment (July 2021)

SEXUAL ASSAULT

An offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation (FBI).

SEXUAL ASSAULT

INCEST

Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

RAPE *

The carnal knowledge of a person, without the **consent** of the victim, including instances where the victim is incapable of giving **consent** because of his/ her age or because of his/her temporary or permanent mental or physical incapacity.

STATUTORY RAPE

Nonforcible sexual intercourse with a person who is under the statutory age of **consent**.

SODOMY *

Oral or anal sexual intercourse with another person, without the **consent** of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

SEXUAL ASSAULT WITH AN OBJECT *

To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the **consent** of the victim, including instances where the victim is incapable of giving **consent** because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

FONDLING

The touching of the private body parts of another person *for the purpose of sexual gratification* without the **consent** of the victim, including instances where the victim is incapable of giving **consent** because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

* RAPE CONCISE The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim

CONSENT

THE ASSISTANT SECRETARY WILL NOT REQUIRE RECIPIENTS TO ADOPT A PARTICULAR DEFINITION OF CONSENT WITH RESPECT TO SEXUAL ASSAULT

The recipient must specify the definition of consent it will apply.

- Create/use a definition of consent that makes sense to you and your district.
 - Include situations where the **consent cannot be obtained/given** (i.e., coercion, incapacitation) and clearly define those situations
- Make sure you can
 - 1. Explain it
 - 2. Apply it

The recipient must consistently apply that definition

- To both the complainant and the respondent
- From one grievance process to another

• These are individuals who cannot give consent

- National Incident-Based Reporting System (NIBRS)
 - Severely cognitively disabled persons
 - Incapacitated persons
- Arkansas Law
 - Anywhere up to 21 years old depending on the conduct and the respondent's relationship to complainant.

Notice of Allegations

Must be provided

- By the recipient
- To the parties who are known
- Upon receipt of a formal complaint

Additional Allegations = New Notice of Allegations

Requirements

- Contain notice of grievance process
- Contain notice of allegations of sexual harassment
 - Including sufficient details known
 - Identities of the parties
 - The conduct alleged
 - Date and location of the alleged incident
- State the respondent is presumed not responsible
- Inform parties that they may have an advisor of their choice
- Inform parties regarding false statements or false information

Dismissing a Formal Complaint

Must Dismiss

- If conduct alleged in a formal complaint would not constitute sexual harassment.
- If conduct did not occur in the recipient's education program or activity.
- If conduct did not occur against a person in the United States.

"Such dismissal does not preclude action under another provision of the recipient's code of conduct."

May Dismiss

- If complainant notifies the Title IX Coordinator in writing that they want to withdraw the formal complaint or any allegation therein.
- If respondent is no longer enrolled or employed by the recipient.
- If specific circumstances prevent the recipient from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon dismissal, the recipient must promptly send written notice of the dismissal and reason(s) simultaneously to the parties.

Investigations

Additional Allegations = New Notice of Allegations

ENSURE

• Burden of proof and burden of gathering evidence rest on the recipient

PROVIDE EQUAL OPPORTUNITY For parties to...

- Present witnesses and other evidence
- Have others present during any grievance proceeding
- Inspect and review any evidence

DO NOT RESTRICT

• The ability of either party to discuss the allegations under investigation or to gather and present relevant evidence

PROVIDE WRITTEN NOTICE

To a party whose participation is invited or expected

Investigation Timeline

- GATHER EVIDENCE
- PRESENT EVIDENCE TO PARTIES
 - Parties have 10 days to submit a written response
- CREATE INVESTIGATIVE REPORT
- Send Investigative Report to Parties/Decision Makers
 - Parties have 10 days to review and provide a written response
 - Response may include additional questions to be asked of the other party
- Make Decision regarding Responsibility
 - Written and provided simultaneously to both parties
- ALLOW FOR APPEAL
 - Once the time to appeal has expired, or the appeal decision is made, the process is complete

Written Determination of Responsibility

- IDENTIFICATION OF THE ALLEGATIONS
- DESCRIPTION OF THE PROCEDURAL STEPS TAKEN
 - From receipt of formal complaint written determination
- FINDINGS OF FACT SUPPORTING THE DETERMINATION
- Conclusions regarding the application of the code of conduct to the facts
- STATEMENT AND RATIONALE FOR THE RESULT OF EACH ALLEGATION
 - Determination regarding responsibility
 - Any disciplinary sanctions imposed on the respondent
 - Whether remedies will be provided to the complainant
 - May have multiple decision makers but ONE written determination
- PROCEDURES AND PERMISSIBLE BASES FOR COMPLAINANT AND RESPONDENT TO APPEAL

Retaliation Is Prohibited

No recipient or other person may

- intimidate,
- threaten,
- coerce, or
- discriminate against any individual
- For the purpose of interfering with any right or privilege secured by Title IX...

OR

Because the individual has

- made a report or complaint,
- testified,
- assisted, or
- participated or refused to participate in any manner in
 - an investigation,
 - proceeding, or
 - hearing

Charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as

- a report or complaint of sex discrimination, or
- a report or formal complaint of sexual harassment,

Are also retaliation if it is for the purpose of interfering with any right or privilege secured by Title IX.

Severe, Pervasive and Objectively Offensive?

"Signs of enduring unequal educational access due to severe, pervasive, and objectively offensive sexual harassment may include:

- skipping class to avoid a harasser
- a decline in a student's grade point average, or
- having difficulty concentrating in class

however, **no concrete injury is required** to conclude that serious harassment would <u>deprive a reasonable person</u> in the complainant's position of the ability to access the recipient's education program or activity on an equal basis with persons who are not suffering such harassment."

- Title IX Preamble

Severe, Pervasive and Objectively Offensive?

- Courts must bear in mind that schools are unlike the adult workplace and that children may regularly interact in a manner that would be unacceptable among adults.
- Whether gender-oriented conduct rises to the level of actionable "harassment" thus depends on a constellation of surrounding circumstances, expectations, and relationships, ...including, but not limited to, the ages of the harasser and the victim and the number of individuals involved.
- Damages are not available for simple acts of teasing and name-calling among school children, however, even where these comments target differences in gender.
 - Davis v. Monroe County Bd. of Ed., 526 U.S. 629 (1999)

Sexual Harassment GRIEVANCE PROCESS

Basic Requirements

- Treat complainants and respondents EQUITABLY
- Require an objective EVALUATION of all relevant EVIDENCE
- Require Title IX Personnel Team have a NO CONFLICT OF INTEREST OR BIAS
- Recipient must ensure that Title IX Personnel Team receive TRAINING
- PRESUMPTION that RESPONDENT IS NOT RESPONSIBLE until the conclusion of the grievance process
- Include **REASONABLY PROMPT TIME FRAMES** for conclusion of grievance process
- Describe the range or list the possible **DISCIPLINARY SANCTIONS** and remedies
- Preponderance of Evidence or Clear and Convincing STANDARD OF EVIDENCE
- Procedures and permissible bases for the complainant and respondent to APPEAL
- Describe the range of **SUPPORTIVE MEASURES**
- Do not require information protected UNDER LEGALLY RECOGNIZED PRIVILEGE
- State if you are providing **HEARINGS** or **INFORMAL RESOLUTIONS**

Common Deficiencies

- Policies and Procedures that are not user-friendly, do not comply with regs
 - Policies often missing in Arkansas:
 - Reasonably prompt time frames for conclusion of grievance process
 - The range or list of the possible disciplinary sanctions and remedies
 - The range of supportive measures
- Failure to resource/train Title IX team
- Not following policies/procedures including notices required
- No training for staff and faculty re: reporting obligations new regulations will require this
 - Not posting the training materials
- Disciplining outside of the Title IX process
- Waiting on law enforcement to start process
 - Not fulfilling reporting requirements of Arkansas law or district policies

Resources

Office for Civil Rights

Title IX Law - 34 CFR § 106

https://www.ecfr.gov/current/title-34/subtitle-B/chapter-I/part-106

U.S. Department of Education Title IX Website

https://sites.ed.gov/titleix/

Dear Colleague Letter on Accommodating Students' Interests – Three-Part Test

• https://www2.ed.gov/about/offices/list/ocr/letters/colleague-20100420.pdf

Ouestions & Answers on the Three-Part Test DCL

https://www2.ed.gov/about/offices/list/ocr/docs/title9-qa-20100420.html

Title IX NPRM Summary of Major Provisions Chart

https://www2.ed.gov/about/offices/list/ocr/docs/t9nprm-chart.pdf

FACT SHEET: U.S. Dept of Ed's 2022 Proposed Amendments to its Title IX Regulations

https://www2.ed.gov/about/offices/list/ocr/docs/t9nprm-factsheet.pdf

Title IX NPRM Summary of Major Provisions Chart

• https://www2.ed.gov/about/offices/list/ocr/docs/t9nprm-chart.pdf

Supporting the Academic Success of Pregnant and Parenting Students

https://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf

Equity Assistance Center (EAC)

Title IX Website

• https://dese.ade.arkansas.gov/Offices/legal/equity-assistance-center/title-ix

Playlist on the ADE YouTube Channel

• https://www.youtube.com/playlist?list=PLj2vxyuu8hVBvwg4Hr30Mq7mv5ULHLKBJ

Title IX Sexual Harassment Investigation Flow Chart

• https://dese.ade.arkansas.gov/Files/Title IX Sexual Harassment Investigation Flowchart - EAC - June 2021 20210824134347.pdf

Title IX Sexual Harassment Personnel Brochure

• https://dese.ade.arkansas.gov/Files/Title_IX_Sexual_Harassment_Personnel_Brochure_-_EAC_-_June_2021_20210824134407.pd

Federal Bureau of Investigations

National Incident-Based Reporting System (NIBRS) Offense Definitions

• https://ucr.fbi.gov/nibrs/2019/resource-pages/nibrs_offense_definitions-2019.pdf

EQUITY ASSISTANCE CENTER TEAM

Feedback Link: https://bit.ly/DESE-EAC-Feedback

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