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## CHAPTER 28A.640 RCW ASSURANCE FORM WAC 392-190 and 200

DISTRICT	SUPERINTENDENT
ADDRESS	TITLE IX/Chapter 28A.640 RCW COMPLIANCE OFFICER
CITY/STATE/ZIP	TELEPHONE NO. (        )

1. Name of District RCW 28A.640/Title IX Officer  
 Name \_\_\_\_\_ Telephone No. \_\_\_\_\_  
 E-mail address \_\_\_\_\_  
 (WAC 392-190-005)
2. Name of District Affirmative Action Officer  
 Name \_\_\_\_\_ Telephone No. \_\_\_\_\_  
 E-mail address \_\_\_\_\_  
 (WAC 392-200-015)
3. Name of a District Designee or ESA certified counselor who has been assigned to coordinate efforts to assure discrimination on the basis of sex in the counseling and guidance of students in grades K-12 does not occur.  
 Name \_\_\_\_\_ Telephone No. \_\_\_\_\_  
 E-mail address \_\_\_\_\_  
 (WAC 392-190-015)

Please respond yes or no to the following:

- |     | YES                      | NO                       |  |
|-----|--------------------------|--------------------------|--|
| 4.  | <input type="checkbox"/> | <input type="checkbox"/> | Is there a counseling and guidance plan for all certificated and classroom personnel encouraging students to explore and develop their individual interests in school-to-work, career, and vocational programs without regard to sex, <u>including</u> nontraditional career review and course enrollment components? (WAC 392-190-010)  |
| 5.  | <input type="checkbox"/> | <input type="checkbox"/> | Is there on file a complete and current K-12 list of tests and materials utilized for appraising and counseling students and have they been reviewed for sex bias? (WAC 392-190-010)   |
| 6.  | <input type="checkbox"/> | <input type="checkbox"/> | Does the professional development plan include training in sexual harassment awareness/elimination and gender-equitable education methods, techniques, materials and practices? (WAC 392-190-020) (WAC 392-190-058)  |
| 7.  | <input type="checkbox"/> | <input type="checkbox"/> | Are there copies for the last three years of the annual self-evaluation of interscholastic, club, intramural, and recreational activities to determine equity in participation, schedules, facilities and their usage, budget and expenditures including booster club funds and fund raising funds, coaching and the equal opportunity factors?<br><br><u>Attach self-evaluation certification forms and a copy of a plan to address any discrepancies in any of the areas listed.</u> (WAC 392-190-030) |
| 8.  | <input type="checkbox"/> | <input type="checkbox"/> | Are recreational and athletic activities coeducational in grades K-5? (WAC 392-190-025)  |
| 9.  | <input type="checkbox"/> | <input type="checkbox"/> | Are there results <u>disaggregated by gender</u> of a student athletic and activities interest survey administered within the last three years?<br><br><u>Submit the most recent survey results.</u> (WAC 392-190-040) _____<br><div style="text-align: right; font-size: small;">Survey Date</div>  |
| 10. | <input type="checkbox"/> | <input type="checkbox"/> | Are course titles and descriptions gender neutral and bias free? (WAC 392-190-050)   |

	YES	NO	
11.	<input type="checkbox"/>	<input type="checkbox"/>	Is there a review of course enrollment disaggregated by gender by building which indicates those courses lacking gender balance and is there a plan to address any inequities? (WAC 392-190-050)
12.	<input type="checkbox"/>	<input type="checkbox"/>	Are all courses offered on a coeducational basis for K-12 (separation may occur within a course on the basis of a non-biased skills-based test, of vocal range, or of instruction which deals exclusively with human sexuality)? (WAC 392-190-050)
13.	<input type="checkbox"/>	<input type="checkbox"/>	Do the district policies and procedures for the screening and selection of instructional materials include criteria for the elimination of sex bias and stereotyping and was the criteria used in the most recent selection process? (WAC 392-190-055)
14.	<input type="checkbox"/>	<input type="checkbox"/>	Have the current district sexual harassment policies and procedures been approved by OSPI (Form EXEC 114)? (WAC 392-190-057)
15.	<input type="checkbox"/>	<input type="checkbox"/>	Is the district sexual harassment policy posted in every school district building for student and staff reference? (WAC 392-190-058)
16.	<input type="checkbox"/>	<input type="checkbox"/>	Is the district sexual harassment policy disseminated to staff, students, and volunteers? (WAC 392-190-058)
17.	<input type="checkbox"/>	<input type="checkbox"/>	Are efforts made to inform all students and their parents about the district's sexual harassment policy and procedures? (WAC 392-190-058)
18.	<input type="checkbox"/>	<input type="checkbox"/>	Is a copy of the sexual harassment policy in rules and regulations documents including student and staff handbooks? (WAC 392-190-058)
19.	<input type="checkbox"/>	<input type="checkbox"/>	Does each school have a process for discussing the district's sexual harassment policy? (WAC 392-190-058)
20.	<input type="checkbox"/>	<input type="checkbox"/>	Are there for the last three years copies of the district's internal review of the efficacy of the sexual harassment policy? (WAC 392-190-057)
21.	<input type="checkbox"/>	<input type="checkbox"/>	Is there a copy of the public announcements of nondiscrimination on the basis of sex in the schools and in employment, including the existence of grievance procedure and compliance officer's name, address, and phone number? (WAC 392-190-060)
22.	<input type="checkbox"/>	<input type="checkbox"/>	Are there district policy and procedures regarding the schools nondiscrimination on the basis of sex policy and procedures within the schools? (WAC 392-190-060)
23.	<input type="checkbox"/>	<input type="checkbox"/>	Are there district policy and procedures regarding nondiscrimination on the basis of sex policy and procedures for employment? (WAC 392-200-010)
24.	<input type="checkbox"/>	<input type="checkbox"/>	Do the grievance timelines in the districts student and staff nondiscrimination procedures fall within the prescribed RCW timeline? (WAC 392-190-065)
25.	<input type="checkbox"/>	<input type="checkbox"/>	Is the district affirmative action plan current and approved by OSPI (Form SPI M-758)? (WAC 392-200-020)

Signature of School District Compliance Officer	Date Signed
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Signature of School District Superintendent	Date Signed
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Please return original to: Susanne Beauchaine  
Equity and Civil Rights Office  
Office of Superintendent of Public Instruction  
Old Capitol Building  
PO BOX 47200  
OLYMPIA WA 98504-7200