



The Public Advocate
for the City of New York

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Chancellor Carmen Fariña
Department of Education
52 Chambers Street
New York, NY 10007

Dear Chancellor Fariña:

Pursuant to the Public Advocate's authority under § 24 of the City Charter, we request the following documents and information relating to the New York City Department of Education's policies and procedures for Title IX and Dignity for All Students (DASA) compliance and enforcement. Unless otherwise indicated, all requests pertain to the period from January 1, 2014 to date. Please provide me with:

1. The Title IX Coordinator's job description, including a description of the Title IX Coordinator's actual duties;
2. The number of staff reporting to the Title IX Coordinator who work on Title IX compliance matters (if staff work on other matters in addition to Title IX compliance, please provide the number of FTE employees working on Title IX Compliance);
3. A list of names and job title of staff designated by each Principal ("Designee") to whom reports of student-to-student sexual harassment or bullying can be made, pursuant to Chancellor's Regulations A-831 and A-832 and a list of locations (online and/or offline) where notice of Designee is posted for students;
4. Information describing how students are informed of their rights and opportunity to file grievances pursuant to Chancellor's Regulations A-831 and A-832;
5. Number of persons involved in investigating student reports of student sexual harassment and bullying (if staff work on other matters in addition to investigating sexual harassment grievances, please provide the number of FTE employees working on investigating sexual harassment grievances);
6. Job descriptions of those involved in investigating reports of sexual harassment or bullying; and
7. Schedule for employee trainings on Title IX and DASA, and all attendance records for training of employees.

I also request the following aggregate data from the Online Occurrence Reporting System, without personally identifying information, for the period January 1, 2014 to date:

Incidents

1. Number of incident reports involving allegations of sexual harassment or bullying entered into OORS;
2. Number of students who reported being a victim of sexual harassment or bullying (hereinafter “student reporters”);
3. Number of students who reported somebody else being a victim of sexual harassment or bullying;
4. Breakdown by grade and socio-economic demographics of victims of student-on-student sexual harassment or bullying;
5. Number of staff members who reported student-on-student sexual harassment or bullying;
6. Number of parents who reported student-on-student sexual harassment or bullying;
7. Number of alleged perpetrators of student-on-student sexual harassment or bullying;
8. Number of students who were reported as perpetrators of sexual harassment or bullying, more than once;
9. Breakdown of frequency students were reported as perpetrators of sexual harassment or bullying;
10. Number of student reporters or alleged victims who receive or are entitled to IEP services; and
11. Number of reports received from student reporters at schools that are co-located with Charter schools.

Investigations

12. Number of investigations conducted under Chancellor’s Regulations A-831 and A-832;
13. Number of sexual harassment and bullying investigations that lead to disciplinary measures against the offender; and
14. Number of sexual harassment and bullying investigations that lead to disciplinary measures against the student who reported it.

Processes

15. Average amount of time an incident of sexual harassment is entered into OORS, from the date it was first reported;

16. Breakdown of incident reports based on type of sexual harassment (include all types described in the previously cited definitions in A-831); and
17. Number of times the principal/Designee contacted the victim's parents as a result of safety concerns stemming from the report of student-on-student sexual harassment or bullying.
Results of investigations and reports pursuant to Chancellor's Regulations A-831 and A-832
18. Results of any investigations of the reports, broken down by type of result (e.g., substantiated);
19. Number of student reporters/alleged victims who were offered counseling or services and support after the report;
20. Number of student reporters/alleged victims who missed days of school after the report, and average number of days missed;
21. Number of student reporters/alleged victims who were suspended from school for reasons related to the report or the incident described in the report;
22. Number of student reporters who were transferred to another school for reasons related to the report or the incident described in the report;
23. Number of alleged perpetrators suspended from school for reasons related to the report;
24. Number of alleged perpetrators transferred to another school for reasons related to the report;
25. Number of contacts made to police by school staff as a result of a report of student-on-student sexual harassment reports or reports of bullying; and
26. Number of arrests made as a result of police intervention on student-on-student sexual harassment or bullying.

Thank you for your cooperation. Please reach out to Barbara Sherman at my office to discuss a time frame for providing the requested documents and reports. She can be reached at BSherman@pubadvocate.nyc.gov or (212) 669-2412.

Sincerely,



Letitia James
NYC Public Advocate

