



The School-Based Title IX Coordinator: Roles & Responsibilities FAQ for K-12 schools

Revised September 2022

Who is responsible for upholding Title IX protections at the school/program level?

All PPS Principals/Program Directors designate a TIX Coordinator annually.

Below are answers to frequently asked questions about the role of liaison or “ coordinator.”

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Before the 2022-23 school year, we did call this role an SCO. But this change is more than just re-branding. Current K-12 best practices have retired the “ SCO” and calls for a building leader who is responsible for all things TIX in their building. Examples include prevention education, community engagement, student support services and response to individual incidents. This new approach is intended to align with existing structures within MTSS, going beyond compliance by focusing on early intervention and prevention.. When we looked at our most successful partners at each school, it was clear they were ALREADY leaning into this vision of a TIX Coordinator.

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They are your school’s TIX expert leader and liaison to the district TIX Office.

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Assistant or Vice Principal who has comfort, care and commitment to gender equity.



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1. Sharing basic TIX information with the school community about how to report and receive help.
2. Promptly respond to all reports.
3. Become informed on how TIX leveled interventions/supports improve school climate.
4. Implement early interventions and skills-based education at Level 1.
5. Monitor student interventions and progress.
6. Apply established disciplinary procedures at Level 2 (when appropriate).
7. Partner with the TIX Office on all Level 3 & 4 incidents (including TIX investigations and disciplinary hearings).

8. Act as the building expert for Title IX and SIRC by educating students, staff and families about rights and protections and connecting them to resources.
9. Participate in TIX PD and share learning with your school-based team.

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No! The TIX Office is here to support and gt