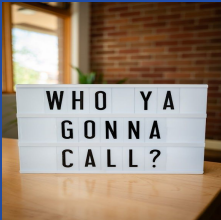


THE ESSENTIAL
TOOLKIT:
RESPONDING TO
DISCRIMINATION



Presented by: Prism Investigations, LLC

INTRODUCTIONS




Tania Tong
Principal Investigator | CEO

Jaime Hartt, Investigator

Rebecca Scott, Investigator

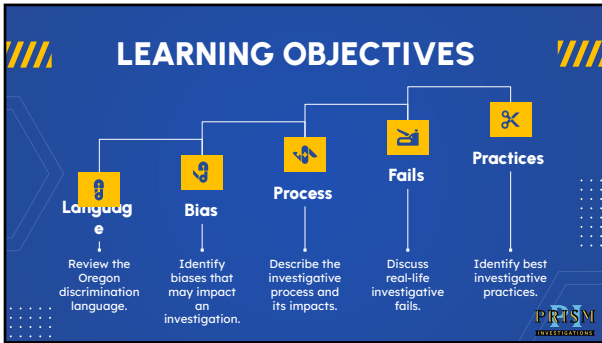
Monica Pardo, Investigator



SERVICES AND DISCLAIMERS



- PRISM Investigations, LLC provides **impartial** and **confidential** investigations and training to public agencies and schools across the US.
- We address complaints of **harassment, discrimination, Title IX** violations, **workplace conduct and climate**, and more.
- Our licensed investigators have expertise in **bias reduction**, cultural competence, and **trauma-informed** practices.
- We are former **school administrators** and **educational leaders**, we understand the unique challenges of these environments.
- We are **not attorneys** and do not provide legal advice.




DISCRIMINATION IN OREGON

“Discrimination” is defined as any act that **unreasonably differentiates treatment, intended or unintended**, or any act that is **fair in form but discriminatory in operation**, either of which is based on age, disability, national origin, race, color, marital status, religion, sex, sexual orientation, or gender identity. OAR 581-021-0045

PRISM INVESTIGATIONS

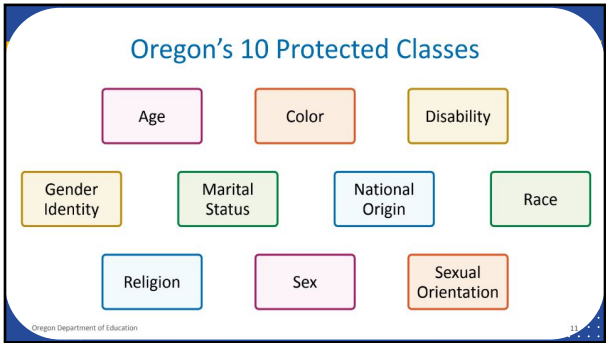
WHAT ARE OREGON'S 10 PROTECTED CLASSES?



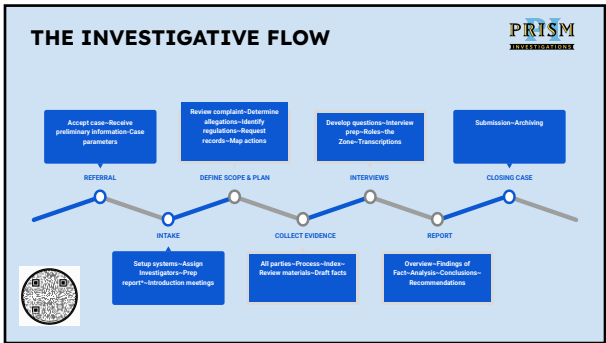
Take a few moments to write down Oregon's 10 protected classes. **NO PEEKING!**

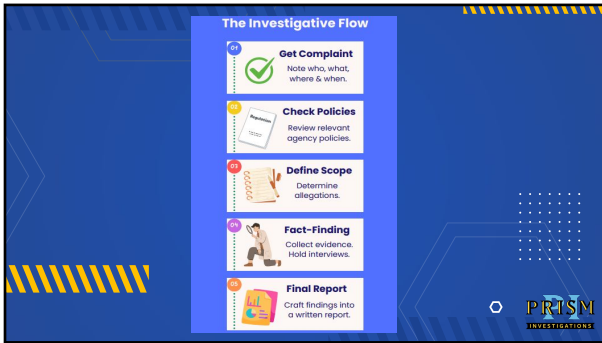
We've provided a infographic on the tables that includes this list. Please take one.

PRISM INVESTIGATIONS











Navigating the Complaint Process

- Begin documentation - who, what, where, when, how.
- Determine what the complaint is alleging.
- Determine which policies apply.
- Call HR. HR will determine whether or not the investigation could/should be done internally.
 - HR may consult with Counsel an/or hire a third party investigator. Refer to Public Complaint Policy KL:
 - **“If the Board decides an investigation is warranted, the Board may refer the investigation to a third party.”**
(Sample District Language)

PRISM INVESTIGATIONS

Check Policies; Timelines Matter

- ❑ Nondiscrimination, AC
 - ❑ Discrimination Complaint Procedure, AC-AR
- ❑ Every Student Belongs, ACB
 - ❑ Bias Incident Complaint Procedure, ACB-AR
- ❑ Equal Employment Opportunities, GBA
- ❑ Workplace Harassment, GBEA
 - ❑ Workplace Harassment Reporting Procedure, GBEA-AR
- ❑ Sexual Harassment, GBN/JBA
 - ❑ Sexual Harassment Complaint Procedure, GBN/JBA-AR(1)
 - ❑ Federal Law (Title IX) Sexual Harassment Complaint Procedure, GBN/JBA-AR(2)



Check Policies; Timelines Matter

- ❑ Hazing/Harassment/Intimidation/Bullying/Menacing/Cyber bullying - Staff, GBNA
 - ❑ Hazing/Harassment/Intimidation/Bullying/Menacing/Cyberbullying Reporting Procedures - Staff, GBNA-AR
- ❑ Standards for Competent and Ethical Performance of Oregon Educators, GCAA
- ❑ **PUBLIC COMPLAINTS, KL**
- ❑ Other policies may apply, depending on the situation.
- ❑ Check **OEA and OSEA contracts** for notification requirements and timelines.



Internal Investigators



Use an internal investigator when:

1. The case is not particularly complex or is primarily a single-issue situation.
2. Your administrators have been trained on how to conduct investigations.
3. Your administrators have ample time and space on their "plates" to attend to the necessary details of an investigation.
4. Relationship preservation between the Parties and the Investigator are not at risk.

Benefits: cost effective, easy access to involved Parties, timely



External Investigators

Consider using an external, third-party investigator in these circumstances:

- When there is a conflict of interest.
- When your attorney tells you to.
- Where there are multiple complainants and multiple respondents.
- When the situation is complex or has historical or political context.
- When the situation involves high profile personnel.
- When there is a community perception of bias or distrust.



Benefits: professionally licensed and trained to conduct investigations and interviews, neutrality, helps a District build trust and preserve relationships; builds a culture of support for administrators

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Best Practices

1. Train your administrators annually on the following topics:
 - Identifying, responding, and preventing discrimination.
 - Identifying and mitigating bias.
 - Conducting complex investigations.
2. Review "trending" policies regularly.
3. Consult with your attorney as needed, and seek a third-party investigator for complex or politically sensitive cases.

PRISM
INVESTIGATIONS

Need an **INVESTIGATOR** ?
Need a **CONSULT** ?
Need **TRAINING** ?



Discrimination: Identification, Response, & Prevention



Discrimination takes many forms.
How can we recognize it?
How should we respond?
How can we prevent it?

These interactive training presentations, based on guidance from the Equal Employment Opportunity Commission, will help you meet the requirements of Oregon HB 2281. Take the first step toward building an equitable educational experience.



Independent, third-party investigations for public agencies and businesses

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Get your copy of important trainings today!

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