

1.2.5 University Laboratory School - Anti-Harassment & Non-Discrimination Policy Complaint Procedures for Students on the Basis of Race, Color, and Natural Origin

No University Laboratory School student shall be excluded from participating in, or be denied the benefits of, any University Laboratory School program or activity on the basis of their race (which includes traits associated with race such as hair texture and protective hairstyles, e.g., braids, locks, and twists), color, or national origin.

This document sets out the procedure for Laboratory School students filing a complaint with the Office of Equal Opportunity and Access (OEOA) **against a Laboratory School student, Laboratory School employee, or other Laboratory School contractor, visitor, or volunteer** alleging discrimination or harassment based on the student's protected class of race, color, or national origin and/or related retaliation that occurred on or after August 1, 2024, and satisfies the requirements of the *Illinois Racism-Free Schools Act* (P.A. 103-0472). Any allegations of conduct that occurred before August 1, 2024, will be reviewed and adjudicated in accordance with the policies and procedures in place at the time of the alleged conduct.

Other applicable OEOA/Laboratory School procedures include:

- For reporting and complaint procedures related to filing a complaint against a University Laboratory School employee based on sex discrimination, sex-based harassment (including sexual assault, dating violence, domestic violence, stalking, and sexual exploitation), and/or related retaliation, please see University Procedure 1.2.2.
- For reporting and complaint procedures related to filing a complaint against a University Laboratory School student based on sex discrimination, sex-based harassment (including sexual assault/misconduct, dating violence, domestic violence, stalking, and sexual exploitation), and/or related retaliation, please see University Procedure 1.2.4.

The Laboratory School Anti-Harassment and Non-Discrimination Procedure Summary Chart at the end of this document details the procedures applicable to all anti-harassment and non-discrimination claims made by Laboratory School students and employees under Policy 1.2.

I. Definitions

A. Race, Color, and National Origin Harassment and/or Discrimination

No University Laboratory School student shall be excluded from participating in, or be denied the benefits of, any University Laboratory School program or activity on the basis of their race (which includes traits associated with race such as hair texture and protective hairstyles, e.g., braids, locks, and twists), color, or national origin. Illinois State University will not tolerate any unwelcome conduct related to one's actual or perceived race, color, or national origin that is

sufficiently severe or pervasive such that has the purpose or effect of substantially interfering with an individual's participation in a University Laboratory School program or activity or substantially interferes with an elementary or secondary student's educational performance by creating an intimidating, hostile, or offensive educational environment. Whether the harassing conduct alleged is considered severe or pervasive depends upon the context, nature, scope, frequency, duration, and location(s) in which the behavior occurred, as well as the identity, number, and relationships of the persons involved.

Examples of Race, Color, and National Origin Harassment, Discrimination, and Retaliation

1. A student is frequently taunted by classmates because of the student's difficulty learning the English language and through profiling the student based on the student's ancestry – (Harassment).
2. Students of a particular race have their lockers and backpacks searched more frequently than students of different races – (Discrimination).
3. A student who is a witness, Laboratory School Complainant, or Laboratory School Respondent is threatened with physical harm by a friend of the accused if the student “talks to” the administration or the police - (Retaliation).

B. Days

When used herein, the term “days” refers to school days when the Laboratory School is in session or business days when school is not in session, but the University is open for business.

C. Educational Environment

As required by the Illinois Human Rights Act, it includes conduct that occurs at school, school-related activities, or events, and may include conduct that occurs off school grounds, subject to applicable state and federal law.

D. Retaliation

When used in this procedure, retaliation means any action, or attempted action, directly or indirectly, against any person(s), who, in good faith, reports or discloses a violation of this procedure, files a complaint, and/or otherwise participates under this procedure. Retaliation includes but is not limited to harassment, discrimination, coercion, intimidation, threats, or negative impact on employment and/or academic progress. Actions are considered retaliatory if they have a materially adverse effect on the working, academic, or living environment of a person; or if they hinder or prevent the person from effectively engaging in Laboratory School activities and programs. Any person or group within the scope of this procedure who engages in retaliation is subject to a separate charge of retaliation.

E. Laboratory School Complainant or Laboratory School Respondent

For purposes of this procedure, all references to the Laboratory School Complainant and Laboratory School Respondent shall include the student and their parent(s)/guardian(s) unless the student has reached age 18 and declines their parent(s)/guardian(s)'s involvement.

F. Party or Parties

When used in this procedure, the term party or parties refers to the Laboratory School Complainant, Laboratory School Respondent, and their respective parent(s)/guardian(s), as applicable.

II. Reporting for University Laboratory Schools

A. Who may report?

Reports may be made by any University Laboratory School student or their parent(s) or guardian(s) of instances of alleged discrimination, harassment, or retaliation based on the student's race, color, or national origin.

B. Who must report?

University Laboratory School staff and faculty that have received a disclosure of any instance or allegation of race, color, or national origin discrimination, harassment, or retaliation should inform the Building Principal. Upon receipt of a report, the University Laboratory School Building Principal or designee will immediately notify the Office of Equal Opportunity and Access of the allegations.

C. Options for how to report:

Reports may be made in any of the following ways:

1. University Laboratory School

Reports can be made to the Building Principal or designee as soon as the student, parent(s), or guardian(s) learns of the discriminatory conduct, harassing behavior, or acts of retaliation.

2. University Office of Equal Opportunity and Access

The OEOA is an administrative office charged by the President of Illinois State University to review complaints to determine whether violations of the Anti-Harassment and Non-Discrimination Policy and the Laboratory School Handbooks have occurred or are occurring. OEOA staff can be contacted as follows during regular office hours.

- By phone: OEOA Director at (309) 438-3383
- By email: EqualOpportunity@IllinoisState.edu
- In Person or by mail: Office of Equal Opportunity and Access, 310 Hovey Hall, Campus Box 1280, Normal, IL 61790-1280

3. Campus or Local Law Enforcement

Any University Laboratory School Complainant always has the option to pursue a criminal complaint with the Illinois State University Police Department or pursue both the OEOA and the criminal complaint processes simultaneously.

4. Online Report

Non-emergency situations may be reported through the University's online Discrimination/Harassment Complaint Form at https://illinoisstate-gme-advocate.symphlicity.com/public_report.

5. Anonymous Reports

Anonymous reports may be made by calling and leaving a detailed message at (309) 438-0268 or online at: <https://secure.ethicspoint.com/domain/media/en/gui/85966/index.html>. Please note that the University may be limited in its ability to respond when reports are anonymous.

6. External Agencies

A University Laboratory School Complainant can also notify the following state and/or federal agencies, including if the student or parent(s)/guardian(s) do not believe appropriate corrective action was implemented by the Laboratory School:

1. Illinois Department of Human Rights by calling (217) 785-5100 or (312) 814-6200 or (866) 740-3953 (TTY) or by visiting <https://dhr.illinois.gov/>.
2. U.S. Department of Education's Office of Civil Rights by calling 1-800-421-3481 or by visiting <https://www2.ed.gov/about/contacts/gen/index.html?src=ft>.

In circumstances when OEOA is provided with credible information that may violate another law or University policy or procedure, OEOA will refer a reporting party to the appropriate campus resource or external agency for the review of their concerns.¹

¹ If the school believes there has been a criminal act, the school must defer to Illinois State University Police Department for their review. If referred to the police department, any officer involved will adhere to the following: 1) Ensure that notification or attempted notification of the student's parent(s) or guardian(s) is made. 2) Document the time and manner in which the notification or attempted notification occurred.

III. Supportive Measures and Emergency Removal

A. Supportive Measures

Once the Laboratory School and OEOA have received information related to a potential claim of discrimination or harassment, written notice will be sent promptly to the parent(s)/guardian(s) of the parties outlining the availability of supportive measures along with information on the complaint processes.

Supportive measures are designed to restore or preserve access to the Laboratory School's education program or activity, without unreasonably burdening the other party, while also protecting the safety of all parties and the Laboratory School's educational environment and deterring discrimination, harassment, and retaliation. Supportive measures may be implemented for either party, Laboratory School Complainant or Laboratory School Respondent, without a fee or charge.

The Building Principal or designee, in consultation with the OEOA Director, is charged with coordinating the effective implementation of supportive measures. For purposes of this Policy, supportive measures are defined as measures that are non-disciplinary and non-punitive individualized services offered as appropriate and when reasonably available. Supportive measures may include, but are not limited to:

- Counseling
- Extensions of deadlines
- Class schedule changes
- Mutual restrictions on contact
- Increased monitoring
- Limited extracurricular activities
- Consultation with building leadership
- Creating a building safety plan
- Other similar measures.

Supportive measures can be implemented before or after the filing of an informal or formal complaint. When appropriate, supportive measures may also be implemented where no formal complaint is filed.

If supportive measures are requested, the University and Laboratory School will keep the individual's identity confidential, unless disclosing the identity is necessary to provide supportive measures (e.g., where a no-contact order is appropriate, and each party would need to know the

identity of the other party in order to comply, or if campus security is informed about the no-contact order in order to help enforce its terms).

If a student party involved in an investigation is considered an individual with a disability under Section 504 or by the Individuals with Disabilities Education Act, the OEOA Director must consult with one or more members of the IEP or Section 504 team when determining appropriate supportive measures and how to proceed with a complaint investigation or informal complaint resolution.

The Building Principal or designee, in consultation with the OEOA Director, will consider what reasonable measures to provide to individual students as supportive measures to ensure continued equal access to educational programs, activities, opportunities, and benefits. The Building Principal or designee will serve as the point of contact with the parties (Laboratory School Complainant, Laboratory School Respondent, etc.) and is responsible for communicating with others as needed to ensure the supportive measures are applied accordingly.

Both parties are allowed the option of challenging the implementation, modification, denial, and/or termination of supportive measures within three (3) days of the notification of the supportive measures. These challenges will be evaluated by the Director of Laboratory Schools or their designee in cases involving students and by Human Resources in cases involving employees. At the process's end, any supportive measures will be reviewed and removed if needed.

B. Emergency Removal:

An Emergency Removal of a student from a Laboratory School can be implemented prior to the resolution of a complaint if the Building Principal or designee – provided that the school undertakes an individualized safety and risk analysis - determines that there exists a credible, imminent, and serious threat to the health or safety of a Laboratory School Complainant or any students, employees, or other individuals arising from the allegations of sex discrimination and/or sex-based harassment, justifies removal and provides the Laboratory School Respondent with notice. The determination of an Emergency Removal may be challenged as detailed below.

The Laboratory Schools must provide the student subject to the Emergency Removal and their family with a written notice of the removal that explains the specific nature of the immediate threat. Each Emergency Removal can be no longer than a two (2) day period. If the Building Principal (or designee) determines that the threat is of such a nature that a removal longer than two days is necessary because the immediate threat cannot be addressed by any other supportive measure, an extension of the Emergency Removal may be considered for up to ten (10) days in total if:

- OEOA and the Building Principal must expedite the complaint process as quickly as possible to ensure the complaint process is completed by the end of the ten (10) day period.
- The Building Principal (or designee) must make alternative arrangements for the student to participate in instructional activities, including completing required instructional time, using distance learning methodologies, or another agreed upon method.

Extension of an Emergency Removal beyond the initial two (2) day period is to be regarded as a method of last resort. The Emergency Removal cannot unduly burden the student's right to participate in Laboratory School instruction, programs, and activities, and can only be used to address imminent and serious threats to health or safety.

The student and their family will have an opportunity to challenge the Emergency Removal decision immediately after the removal occurs. The student and their family can challenge the removal by requesting the Laboratory School Director, in writing, to review the decision. This statement should include the specific reasons why the student and their family believe the Emergency Removal is not warranted. The Laboratory School Director (or designee) will respond to the request in writing with their decision, which shall be final.

IV. Filing a Complaint and Review Process

A. General Party Procedures and Rights

Any University Laboratory School student or parent(s)/guardian(s) who feels that they have been the victim of harassment, discrimination, and/or retaliation because of their race, color, or national origin can seek resolution of a complaint through informal complaint resolution or a formal complaint resolution process. Consistent with Illinois State University's duty to provide an educational environment free from unlawful behavior, OEOA reserves the right to investigate any allegation it receives indicating a possible violation of its Anti-Harassment and Non-Discrimination Policy.

1. Cooperation with an Investigation

Illinois State University reserves the right to continue to investigate allegations of harassment and/or discrimination and take appropriate disciplinary action, even if the Laboratory School Complainant does not wish to pursue a complaint. However, the University's response to the allegations may be limited based on inaction, non-participation, or failure to cooperate.

2. Review of Allegations/Resources

Upon receipt of an allegation of discrimination or harassment under this procedure, the Building Principal or designee and the OEOA Director shall, within no later than three (3) days of receipt of the allegation, confer and review the claim to ensure it meets the criteria of race, color, or national origin discrimination or harassment, or related retaliation, and, if not, whether the allegation falls within another University Laboratory School Student Handbook provision or policy.² If the OEOA Director and the Building Principal or designee determine that the allegations do not appear to involve discrimination or harassment based on race, color, or national origin, or do not meet the definition of retaliation, the Building Principal or designee will investigate and address the allegation separate from this procedure. If at any time during the Building Principal's or designee's investigation it appears that the allegation may involve race, color, or national origin, the Building Principal or designee will submit the allegation to OEOA to investigate pursuant to this procedure.

3. Right to a Representative

Any individual involved in a harassment and/or discrimination complaint has the right to bring a representative or support person to meetings or interviews scheduled by the OEOA. Laboratory School Complainants and Laboratory School Respondents have the right to be accompanied by their parent(s) or guardian(s) or another support person. Involved employees that are represented through collective bargaining are permitted to have union representation in any meeting or interview. Each party may have one advisor of their choice during any meeting(s), but the advisor may not speak on the party's behalf. Please note, however, that any party desiring to exercise this right must notify the OEOA at least 48 hours prior to the meeting or interview.

4. Impartial Decision-Maker

During a complaint resolution process, the investigator, facilitator, and/or decision maker remains impartial and is neither an advocate nor an adversary with respect to the Laboratory School Complainant, the Laboratory School Respondent, or other parties involved in the matter.

If a party has a concern that the investigator, facilitator, and/or decision maker cannot conduct an impartial and fair review (e.g., has personal connections to any involved

² "Allegations" for purposes of discrimination, harassment, and retaliation reporting pursuant to Section 2-3.196 of *The School Code*, 105 ILCS 5/2-3.196, shall be those complaints the OEOA Director and Building Principal or designee determine meet the criteria of sexual harassment; discrimination or harassment on the basis of race, color, national origin, sex, religion, or disability; or retaliation and do not fall within other University Laboratory School student handbook provisions or policies. The OEOA Director or designee is responsible for satisfying the annual reporting requirements under 105 ILCS 5/2-3.196.

parties), they may report those concerns directly to OEOA. Any concerns of perceived bias reported to OEOA will be assessed to determine whether alternate personnel should be assigned to the matter.

5. Anti-Retaliation Protection

Retaliation or intimidation against any person who reports or in good faith brings a complaint alleging a violation of the Anti-Harassment and Non-Discrimination Policy, or who in good faith participates in the investigation of a complaint pursuant to this Policy, is prohibited. Substantiated retaliation shall constitute a violation of this policy and result in disciplinary action. The University will not tolerate retaliation against person(s) who exercise their rights by filing a complaint or those who participate in a protected investigation. Any person or group within the scope of this procedure who engages in retaliation is subject to a separate charge of retaliation.

B. Informal Complaint Resolution

If an allegation is referred for investigation, the parties may elect to participate in an informal complaint resolution process to resolve the allegation. This informal complaint resolution process is not available if the complaint includes allegations that an employee engaged in harassment or discrimination based on race, color, or national origin of a Laboratory School student or when such process would conflict with federal, state, or local law.

1. Consent to Participate in Informal Complaint Resolution

Parties will be offered the opportunity to participate in an informal complaint resolution process within the initial three (3) day period after the allegation is received. Participation in the informal complaint resolution process requires the voluntary consent of both parties in writing. The requirement for voluntary consent and a party's ability to participate in an investigation and formal complaint process, cannot be waived. All parties retain the right to a formal investigation and determination of a complaint. OEOA also reserves the right to decline to use an informal complaint resolution process in circumstances including but not limited to when it is determined that the alleged conduct would present a future risk of harm to others.

2. Informal Complaint Resolution Notice

Before initiating the informal complaint resolution process, OEOA will provide the parties with notice that explains: the allegations, available supportive measures, the process, the party's right to withdraw from the informal complaint resolution process and to initiate or resume the formal complaint procedures, the potential remedies or disciplinary sanctions that may be informed, and how the resolution of a complaint may be used.

3. Informal Complaint Resolution Process

As part of the informal complaint resolution process, the Building Principal (or designee) and the OEOA Director (or designee) will take appropriate, prompt, and effective steps to ensure that discrimination does not continue or recur within the Laboratory School education program or activity.

The Building Principal (or designee) and the OEOA Director (or designee) shall appoint a facilitator. The facilitator shall typically be a building administrator or staff member who does not have a conflict of interest or bias regarding the case. A faculty associate would not typically be requested to serve. The facilitator for the informal complaint resolution process must not be the same person as the investigator or the decision-maker in OEOA's formal complaint procedures. Any person facilitating informal complaint resolutions must receive the same training as is required for investigators and decision-makers, rules and practices for informal complaint resolution, and how to serve impartially, including by avoiding conflicts of interest and bias.

The facilitator will determine the best method for proceeding with informal complaint resolution which may include but is not limited to:

- Scheduling a mediation or restorative justice conference;
- Having a conversation with the parties to discuss concerns and expectations;
- Requesting a written statement from the parties;
- Requesting the facilitator speak with a limited number of witnesses.

The informal complaint resolution process should be completed within ten (10) days by completing an informal complaint resolution agreement in most cases unless good cause exists to extend the timeframe. The parties will be notified in writing and given the reason for the delay and an estimated time of completion.

4. Informal Complaint Resolution Agreement

At the conclusion of meetings, interviews, and the receipt of statements, the facilitator will write an informal complaint resolution summary and agreement and provide the parties with the summary and agreement simultaneously. The informal complaint resolution agreement must address the Laboratory School Complainant's concerns, the Laboratory School's responsibility to address violations, and respect the due process rights of the Laboratory School Respondent. Informal complaint resolution agreement remedies include but are not limited to training, reflective writing assignments for students, counseling, written counseling memorandum, suspension, termination, expulsion, or other methods designed to restore or preserve equal access to the school's education programs or activities. Each party shall sign and return the informal complaint resolution agreement to the facilitator. If the terms of a signed informal complaint

resolution agreement are not completed, additional steps under the applicable Laboratory School Student Handbook may be taken.

C. Formal Complaint Resolution Process

1. Filing a Complaint

Any Laboratory School student/parent(s)/guardian(s) who believes they have been the victim of harassment and/or discrimination on the basis of race, color, or national origin, or related retaliation may notify their Building Principal or file a complaint with the Office of Equal Opportunity and Access (OEOA). The University Laboratory School will immediately notify the Office of Equal Opportunity and Access upon receipt of the allegation.

2. General Investigation Time Frame

The OEOA will conduct an impartial, diligent, and conscientious investigation into a Laboratory School Complainant's allegations based on the information and evidence that the Laboratory School Complainant provides the OEOA to support their allegation. The OEOA has thirty (30) days from the date the Laboratory School Complainant filed the complaint with the OEOA to complete the investigation, make formal recommendations to the appropriate University officials, and issue written findings to the Laboratory School Complainant and the Laboratory School Respondent.

The OEOA reserves the right to extend this time frame by a reasonable period according to the scope of the investigation, the availability of witnesses, and the cooperation of the parties. If additional time is necessary, both the Laboratory School Complainant and the Laboratory School Respondent will be notified of the OEOA's need to extend the investigation beyond the thirty (30) day time limit.

3. Notice to Laboratory School Complainant and Laboratory School Respondent

Once a formal complaint has been filed, the Laboratory School Complainant and the Laboratory School Respondent will be informed in writing of the initiation of the OEOA investigation into alleged violations of this Policy, and when applicable alleged violations of the Laboratory School Handbook. The notice of the investigation will include the identities of the parties, a summary of the conduct at issue (including when and where it allegedly occurred, if known), the potential specific violations, and that retaliation is prohibited. The parties will be notified that they may also have an advisor of their choice, at their own cost, attend all meetings. Further, both parties will be notified of the process to request supportive measures and the prohibition against knowingly making false statements or knowingly submitting false information during the investigation process.

(Note, a party that provides a false statement cannot be disciplined based solely on the determination of whether discrimination occurred.)

The Laboratory School Respondent, in specific, will be informed that they are presumed not responsible for the alleged conduct and that a determination regarding responsibility is not made until the conclusion of the complaint process. During the investigation, if any evidence is obtained or disclosed that may establish additional potential violations, the Laboratory School Respondent will be informed in writing.

4. Investigation of Formal Complaint

The OEOA investigator will meet separately with the Laboratory School Complainant, the Laboratory School Respondent, and any witnesses identified by either party to discuss the complaint and gather information related to the allegations. The Laboratory School Complainant, the Laboratory School Respondent, and each witness will be informed of the University's Anti-Retaliation policy.

The University's review will be thorough, reliable, and impartial. An investigation always begins with the presumption that the Laboratory School Respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the investigation process.

When OEOA investigates allegations, it reviews the information collected using the preponderance of the evidence standard. "Preponderance of the evidence" means there is more credible information supporting the position of one party, in comparison to the other, so that the facts in question were more likely than not to have occurred.

Individuals who provide a statement to the OEOA Investigator for the purposes of an investigation will be provided an opportunity to review and provide feedback on their draft statement prior to its use in OEOA's investigation report.

5. Draft Investigation Report

When an investigation is concluded, the OEOA Investigator will typically prepare a written report. The Laboratory School Complainant and the Laboratory School Respondent will be given an opportunity to review the draft OEOA report and have a minimum of five (5) days to submit comments on that draft to the Investigator, depending upon the length and complexity of the information collected. OEOA reviews the comments submitted by the parties, if any, and determines whether the report should be modified. All comments from the parties are considered in reaching a determination on the matter.

6. Final Investigation Report

At the close of the investigation, the OEOA will determine whether or not sufficient evidence, based on a preponderance of the evidence standard, was found to support a finding of a violation of the Anti-Harassment and Non-Discrimination Policy. The OEOA will issue an administrative report of the investigation to the Laboratory School Complainant and the Laboratory School Respondent. OEOA will also provide a copy of the administrative report to the Building Principal or designee.

7. Sanctions/Outcomes

As noted above, OEOA will prepare a final report of the investigation and provide a copy to the Building Principal or designee. In the event the Laboratory School Respondent is a University Laboratory School student, the Building Principal or designee will impose sanctions for any violations found. For a complete list of possible sanctions, please refer to the appropriate Student Handbook. These sanctions include remedial and disciplinary remedies under the applicable Code of Student Conduct which may include in-school options such as detention or out-of-school disciplinary options such as suspension or expulsion. The Laboratory School Complainant may also be offered the opportunity to resolve discrimination, harassment, and retaliation allegations directly with the offending party but is not required to do so.

If the Laboratory School Respondent is a University employee, OEOA will provide a copy of the final report to Human Resources and/or other appropriate Laboratory School administrators who may impose disciplinary action up to and including termination of employment.

8. Appeals

Either party can appeal the final report. Any recommended sanction would be on hold while an appeal is pending. The President of Illinois State University or designee will issue the final determination after reviewing recommendations from the Laboratory School Director or designee according to the process described below.

The criteria for filing an appeal are:

1. Procedural irregularity that would change the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that would change the outcome of the matter; and
3. The investigator(s) or decision-makers had a conflict of interest or bias for or against Laboratory School Complainants or Laboratory School Respondents

generally, or the individual Laboratory School Complainant or Laboratory School Respondent that would change the outcome of the matter.

The process for the review of appeals is as follows:

1. The parties have ten (10) days to request an appeal after the final investigation report is issued. The ten-day period begins on the date of delivery of the decision letter via email.
2. The Laboratory School Director or designee shall review the information provided by the appellant, as well as all case information to ensure that the appeal meets the criteria for appeal. The Laboratory School Director or designee will notify all parties in writing within five (5) days of when an appeal has been received. The Laboratory School Director or designee will give all parties an equal opportunity to submit a written statement in support of, or challenging, the outcome. The parties will have five (5) days to submit any written statements from the date the notice of appeal is sent.
3. Within ten (10) days of concluding the parties' time to provide statements in support or opposition to the appeal, the Laboratory School Director or designee will review all relevant information related to the case and the appeal. The Laboratory School Director or designee will submit a recommendation and rationale either granting or denying the appeal to the President of Illinois State University or their designee.
4. The President or their designee will issue the final decision to all parties within ten (10) days of receiving the recommendation.
5. The President or designee's decision on the appeal is considered final.

Laboratory School Procedure Summary Chart

The University Laboratory Schools operate under the [University Anti-Harassment and Non-Discrimination Policy 1.2](#). Federal and state laws, including the Illinois School Code, apply somewhat differently to an elementary and secondary school population than they do for university students. For that reason, ISU has adopted Laboratory School-specific procedures relating to allegations of discrimination and harassment based on race, color, national origin, and sex or gender.

LABORATORY SCHOOL COMPLAINT PROCEDURES UNDER ILLINOIS STATE UNIVERSITY ANTI-HARASSMENT AND NON-DISCRIMINATION POLICY 1.2			
Discrimination/Harassment Allegation	Complainant	Respondent	Applicable University Procedure
Discrimination or harassment claim based on race, color, or national origin (including traits associated with race, such as hair texture and protective hairstyles).	Laboratory School Student	Laboratory School Student, Laboratory School Employee, Laboratory School Contractor, Visitor or Volunteer	Please see University Procedure 1.2.3 . <i>Procedure required by Illinois School Code – Racism Free Schools Act.</i>
Discrimination or harassment claim based on religion, order of protection, age, disability, genetic information, unfavorable military discharge, or status as a veteran.	Laboratory School Student	Any party (including Laboratory School students and Laboratory School employees.)	Please see University Procedure 1.2.1 .
Discrimination or harassment based on sex, gender identity/expression, sexual orientation, or sex-based harassment, including sexual assault/misconduct, domestic violence, dating violence, stalking, and/or sexual exploitation.	Laboratory School Student	Laboratory School Students	Please see University Procedure 1.2.4 . <i>Updated procedure to reflect changes under new Title IX regulations</i>

			<i>effective August 1, 2024.</i>
Discrimination or harassment based on sex, gender identity/expression, sexual orientation, or sex-based harassment, including sexual assault/misconduct, domestic violence, dating violence, stalking, and/or sexual exploitation.	Laboratory School Student	Any party (including Laboratory School employees, but excluding Laboratory School students)	Please see University Procedure 1.2.2. <i>Updated procedure to reflect changes under new Title IX regulations effective August 1, 2024.</i>

GENERAL UNIVERSITY COMPLAINT PROCEDURES UNDER ILLINOIS STATE UNIVERSITY <u>ANTI-HARASSMENT AND NON-DISCRIMINATION POLICY 1.2</u>			
Discrimination based on all protected classes including race (including traits associated with race, such as hair texture and protective hairstyles), color, ancestry, national origin, religion, order of protection, age, disability, genetic information, unfavorable military discharge, or status as a veteran	All Complainants except Laboratory School students.	Employees or students (excluding Laboratory School students for race, color, national origin claims).	Please see University Procedure 1.2.1.
Discrimination or harassment based on sex, gender identity/expression, sexual orientation, parental status, marital status, pregnancy or related conditions, or sex-based harassment, including sexual assault/misconduct, domestic violence, dating violence, stalking, and/or sexual exploitation.	All Complainants except Laboratory School students.	Employees or students (excluding Laboratory School students)	Please see University Procedure 1.2.2.

