



Decision-Maker

Determination Regarding Responsibility Checklist

Identification of the Allegations

Description of Procedural Steps Taken

- Notifications to the Parties
 - Interviews with Parties and Witnesses
 - Site Visits
 - Methods Used to Gather Other Evidence
 - Hearings Held
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Findings of Fact Supporting Determination

Conclusions Regarding the Application of the Code of Conduct to the Facts

Result of Each Allegation Including Rationale

- Determination Regarding Responsibility
 - Disciplinary Sanctions
 - Whether Remedies Designed to Restore or Preserve Equal Access to Education Program or Activity Provided to the Complainant
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Procedures and Permissible Bases for Appeal