

Kara T. Rozin
T (616) 608-1110
F (616) 608-1176
Email: KRozin@ClarkHill.com

Clark Hill
200 Ottawa N.W., Suite 500
Grand Rapids, MI 49503
T (616) 608-1100
F (616) 608-1199

January 25, 2023

BY EMAIL

Ms. Nicole Gasper, CEO
West Michigan Aviation Academy
5363 44th Street SE
Grand Rapids, MI 49512
ngasper@westmichiganaviation.org

Re: Title IX Training

Dear Ms. Gasper:

This letter certifies that the individuals listed on the enclosed sheet were present at a Title IX training session on Tuesday, January 24, 2023. The two and one-half hour training covered the definition of “sexual harassment” in the Title IX Final Rule, how to conduct an investigation under the Title IX Grievance Procedure, requirements of the Title IX Grievance Procedure and documents required during a Title IX investigation. The training also included content regarding transgender students’ rights based on current case law and federal and state guidance.

This letter and attached list should be kept in the FOIA Coordinator’s file and/or the Title IX Coordinator’s file to ensure compliance under the Title IX Final Rule. The attached PowerPoint should also be posted on the Academy’s website to ensure compliance with the Title IX Final Rule.

Thank you very much for providing this learning activity for the Academy’s Administrators, and for inviting us to participate in it.

Sincerely,

CLARK HILL PLC



Kara T. Rozin

KTR:mjz
Enclosures

cc: Ms. Betsy Pott, Director of School Operations

