



UNITED STATES DEPARTMENT OF EDUCATION  
OFFICE FOR CIVIL RIGHTS, REGION I  
5 POST OFFICE SQUARE, 8<sup>th</sup> FLOOR  
BOSTON, MASSACHUSETTS 02109-3921

September 26, 2017

Dr. Stephen Russell  
Superintendent  
SAU #87 – Mascenic Regional School District  
16 School Street  
Greenville, NH 03048  
By Email: [srussell@mascenic.org](mailto:srussell@mascenic.org)

Re: Complaint Nos. 01-17-1321, 1322  
SAU #87 (Mascenic Regional School District)

Dear Superintendent Russell:

This letter is to advise you of the outcome of the complaint that the U.S. Department of Education (Department), Office for Civil Rights (OCR) received against SAU #87 (the District). The Complainant alleged the District discriminated on the bases of disability and sex against XX XXXXXX (Student A) in Complaint No. 01-17-1322, and XXXXXXXXXXXX (Student B) in Complaint No. 01-17-1321. Specifically, the complaints alleged that the District did not have a Title IX Coordinator (Allegation 1) and failed to provide the Complainant with notice of the Title IX grievance procedure (Allegation 2). The complaints further alleged that the District had notice of a sexually hostile environment and failed to provide a prompt and equitable relief to Student A (Allegation 3) and/or Student B (Allegation 4). The complaints also alleged that the District denied Student A (Allegation 5) and Student B (Allegation 6) a free and appropriate education (FAPE) by failing to consider any changes in their needs resulting from the alleged incidents. Finally, the complaints alleged that the District retaliated against the Complainant and XXXXXX for their assertion of their rights under Title IX by interfering with the Complainant's efforts to transfer Students A and B to another district (Allegation 7).

As explained further below, before OCR completed its investigation, the District expressed a willingness to resolve the complaint by taking the steps set out in the enclosed Resolution Agreement (Agreement).

OCR enforces Section 504 of the Rehabilitation Act of 1973 (Section 504) and its implementing regulation at 34 C.F.R. Part 104, which prohibit discrimination on the basis of disability in any program or activity receiving federal financial assistance from the Department. OCR also enforces Title II of the Americans with Disabilities Act of 1990 (Title II) and its implementing regulation at 28 C.F.R. Part 35, which prohibit discrimination against qualified individuals with disabilities by public entities, including public education systems and institutions, regardless of whether they receive federal financial assistance from the Department. Further, OCR enforces Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulation at 34 C.F.R. Part 106, which prohibit discrimination on the basis of sex in any program or activity

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receiving federal financial assistance from the Department. Because the District receives federal financial assistance from the Department and is a public entity, OCR has jurisdiction over it pursuant to Section 504 and Title II.

### **Allegation 1: Title IX Coordinator**

The Title IX implementing regulation, at 34 C.F.R. § 106.8(a), requires that a recipient designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title IX. The recipient must notify all students and employees of the name, office address, and telephone number of the designated coordinator. Also, recipients must ensure that employees designated to serve as Title IX coordinators have adequate training on what constitutes sexual harassment, including sexual violence, and that they understand how the recipient's grievance procedures operate. While a recipient may choose to have a number of employees responsible for Title IX matters, it is advisable to give one official responsibility for overall coordination and oversight of all sexual harassment complaints to ensure consistent practices and standards in handling complaints.

Based on OCR's investigation to date, the evidence indicated that the District and its personnel did not consistently identify a designated Title IX Coordinator during the 2015-2016 and 2016-2017 school years. However, OCR has not completed its investigation regarding the District's Title IX Coordinator(s) during the relevant period. Accordingly, OCR has not reached a compliance determination regarding this allegation. The Agreement will ensure the District's Title IX Coordinator is designated and trained, and that the District provides notice of the identity of the Coordinator to all District students and employees. Further, the Agreement requires that, if the District designates more than one person to fill that role, it must specify who is responsible for overall coordination and oversight.<sup>1</sup>

### **Allegation 2: Title IX Grievance Procedure**

The Title IX regulation, at 34 C.F.R. § 106.8(b), requires recipients to adopt and publish grievance procedures that provide for the prompt and equitable resolution of student and employee complaints of Title IX violations. OCR evaluates on a case-by-case basis whether the resolution of a sexual harassment complaint is prompt and equitable. Whether OCR considers an investigation to be prompt as required by Title IX will vary depending on the complexity of the investigation and the severity and extent of the alleged conduct. OCR examines a number of factors in evaluating whether a recipient's grievance procedures provide for the prompt and equitable resolution of complaints, including whether the procedures provide for the following:

1. Notice to students and employees of the grievance procedures, including where complaints may be filed;
2. Application of the grievance procedures to complaints alleging discrimination carried out by employees, other students, and third parties;
3. Adequate, reliable, and impartial investigation of complaints, including the opportunity to present witnesses and other evidence;

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<sup>1</sup> The District has identified several personnel who will serve as Title IX Coordinators, but has not specified how the duties and responsibilities will be divided amongst those individuals.

4. Designated and reasonably prompt timeframes for the major stages of the complaint process;
5. Notice to the parties of the outcome of the complaint; and
6. An assurance that the recipient will take steps to prevent recurrence of any discrimination and to correct discriminatory effects on the complainant and others, if appropriate.

A grievance procedure cannot be prompt or equitable unless members of the recipient’s community are aware of its existence, how it works, and how to file a complaint. In addition, the recipient should provide both parties with an equitable opportunity to participate during the resolution process. Because retaliation is prohibited by Title IX, a recipient may want to include a provision in its grievance procedures prohibiting retaliation against any individual who files a complaint or participates in an investigation.

The District’s primary policy concerning sexual harassment is labeled “JBAA” (JBAA). The policy does not indicate any other title, and contains no reference to Title IX, but it states that its purpose is “to maintain a learning environment that is free from sexual harassment and violence, or other improper behavior that may constitute harassment as defined below.” Based on its review of the JBAA to date, OCR has identified preliminary concerns because the policy does not satisfy all six of the requirements listed above.

OCR has not completed its investigation of this allegation, including obtaining all other relevant materials concerning the District’s sexual harassment policies/procedures<sup>2</sup> and evidence regarding the District’s implementation of the JBAA. Accordingly, OCR has not reached a compliance determination regarding this allegation. The Agreement will ensure the District has a grievance procedure that complies with Title IX, which it will disseminate to all District students, parents/guardians, and employees. The District will also make any additional modifications to handbooks or other documents as necessary to ensure clarity regarding which policies or procedures apply to complaints of sexual harassment.

#### **Allegations 3-4: Response to Indications of a Sexually Hostile Environment**

Allegations 3 and 4 concern the District’s alleged failure to respond appropriately to a sexually hostile environment at school for Students A and/or B.

A District’s failure to respond promptly and effectively to sexual harassment that it knew or should have known about, and that is sufficiently serious that it creates a hostile environment, is a form of discrimination prohibited by Title IX. A District has “notice” of harassment if a responsible employee actually knew or, in the exercise of reasonable care, should have known about the harassment. Responsible employees include employees who have the authority to redress the harassment, who have the duty to report misconduct to school officials, or whom students could reasonably believe have this authority or duty.

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<sup>2</sup> The District’s Elementary and Middle School handbooks contain policies titled “Sexual Harassment and Sexual Violence” that mostly mimic the JBAA, but have some material variations. Further, the Elementary handbooks contained a policy titled “Personal Harassment (Title IX)” but the policy was not specific to Title IX, prohibited harassment on a number of protected characteristics, and did not provide any grievance procedures.







taking the adverse action. If OCR finds that the reason was pretextual, then OCR will make a finding of retaliation; conversely, if OCR finds that the recipient proffered a legitimate, non-retaliatory reason for the action at issue and that the reason was not pretextual, then OCR will find insufficient evidence of a violation.

The Complainant alleged that the District retaliated against XXXXXXXXXXXX for their assertion of their rights under Title IX by interfering with the Complainant’s efforts to transfer Students A and B to another district. OCR has not fully investigated this allegation to determine whether any actions by the Superintendent (or other District personnel) led to a delay in processing the Students’ transfers, and whether the District has identified a legitimate, non-discriminatory reason for any delay that was not a pretext for retaliation.

Prior to the conclusion of OCR’s investigation and pursuant to Section 302 of OCR’s *Case Processing Manual*, the District expressed an interest in resolving this complaint. Subsequent discussions between OCR and the District resulted in the District signing the enclosed Agreement which, when fully implemented, will address all of the allegations raised in the complaint. OCR will monitor the District’s implementation of the Agreement.

This concludes OCR’s investigation of the complaint. This letter should not be interpreted to address the District’s compliance with any other regulatory provision or to address any issues other than those addressed in this letter. This letter sets forth OCR’s determination in an individual OCR case. This letter is not a formal statement of OCR policy and should not be relied upon, cited, or construed as such. OCR’s formal policy statements are approved by a duly authorized OCR official and made available to the public. The Complainant may have the right to file a private suit in federal court whether or not OCR finds a violation.

Please be advised that the District must not harass, coerce, intimidate, discriminate, or otherwise retaliate against an individual because that individual asserts a right or privilege under a law enforced by OCR or files a complaint, testifies, assists, or participates in a proceeding under a law enforced by OCR. If this happens, the individual may file a retaliation complaint with OCR.

Under the Freedom of Information Act, it may be necessary to release this document and related correspondence and records upon request. If OCR receives such a request, we will seek to protect personally identifiable information that could reasonably be expected to constitute an unwarranted invasion of personal privacy if released, to the extent provided by law.

If you have any questions, you may contact Civil Rights Attorney Catherine Deneke at (617) 289-0080 or by e-mail at [Catherine.Deneke@ed.gov](mailto:Catherine.Deneke@ed.gov).

Sincerely,

Adrienne M. Mundy-Shephard  
Acting Regional Director

Enclosure

cc: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX