

RESOLUTION AGREEMENT
Public Schools of Brookline
OCR Complaint No. 01-20-1196

The Public Schools of Brookline (District) has voluntarily entered into this agreement to resolve the allegations in the above-referenced complaint. The District assures that it will take the following actions.

The District agreed to resolve this complaint prior to the completion of OCR's investigation pursuant to Section 302 of OCR's *Case Processing Manual*.

Action Item #1

The District will review and revise as necessary its 504/Title II grievance procedure addressing disability-related discrimination, harassment and retaliation (Grievance Procedure). The Grievance Procedure will include:

- a. Notice to students, parents/guardians, and employees of the procedure, including where complaints may be filed;
- b. Application of the procedure to complaints alleging harassment carried out by other students, employees or third parties;
- c. Adequate, reliable, and impartial investigation of complaints, including the opportunity to present witnesses and other evidence;
- d. Designated and reasonably prompt timeframes for the major stages of the complaint process;
- e. Notice to the parties of the outcome of the complaint; and
- f. An assurance that the District will take steps to prevent recurrence of any harassment and to correct its discriminatory effects on the complainant and others, if appropriate.

Reporting Requirements:

1. By August 31, 2020, the District will submit its policies and procedures to OCR for its review and approval.
2. Within thirty (30) calendar days of OCR's approval, the District will adopt, implement, and publish the revised policies and procedures. The District will make this information available through the District's website and any other additional means of notification the District deems effective to ensure that the information is disseminated. The District will provide OCR with documentation that it has completed this item, including copies of written notices to students, parents/guardians, administrators, and staff, and a copy of any publications (such as student handbooks) or a link to any website containing the policy.

Action Item 2

By October 15, 2020 the District will provide Section 504/Title II training to all employees responsible for investigating complaints of disability discrimination, harassment, and/or

retaliation. The training will ensure that all employees responsible for investigating complaints understand the new requirements under the revised Grievance Procedure.

Reporting Requirements

1. By October 1, 2020, the District will provide for OCR’s review and approval a copy of the training materials it will use, as well as the credentials of the trainer/presenter.
2. By October 20, 2020, the District will provide to OCR:
 - a. A list of the individuals who attended the training and their positions;
 - b. The date(s) the training was conducted; and
 - c. Copies of any training materials disseminated.

The District understands that by signing this Agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of the Agreement. Further, the District understands that during the monitoring of this Agreement, if necessary, OCR may visit the District, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the District has fulfilled the terms and obligations of this Agreement. Upon the District’s satisfaction of the commitments made under the Agreement, OCR will close the case.

The District understands and acknowledges that OCR may initiate proceedings to enforce the specific terms and obligations of this Agreement and/or the applicable statute(s) and regulation(s). Before initiating such proceedings, OCR shall give the Recipient written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

The Agreement will become effective immediately upon the signature of the District’s representative below.

By: _____ Date: _____
Name and Title