

Resolution Agreement
Williamson Central School District
OCR Case No. 02-11-1209

In order to resolve Case No. 02-11-1209, the Williamson Central School District (District) assures the U.S. Department of Education, New York Office for Civil Rights (OCR), that it will take the following actions pursuant to the applicable requirements of Title IX of the Education Amendments of 1972 (Title IX), as amended, 20 U.S.C. § 1681 *et seq.*, and its implementing regulation at 34 C.F.R. Part 106. The District does not admit any violation of law or regulations or any non-compliance with its policies.

Action Item 1: Title IX Coordinator(s)

By March 31, 2014, the District will revise its website, calendar, and any other relevant publications disseminated to students, employees, and beneficiaries to notify all students, employees, and beneficiaries of the name and/or title, physical office address, electronic mail (email) address, and telephone number of the person(s) designated to coordinate its efforts to comply with Title IX. In particular, the District disseminates a publication as a Policy Disclosure & School Calendar to parents, students, and staff, which will be revised with an insert now pending its annual re-printing.

Reporting Requirement: By March 14, 2014, the District will provide to OCR documentation demonstrating its compliance with Action Item 1 above; including copies of the printed versions of all publications disseminated to students, employees and beneficiaries containing the required notification, and printouts or a link to all on-line publications containing the required notification. Inserts may be used pending reprinting of these publications.

Action Item 2: Notice of Non-Discrimination

By March 31, 2014, the District will revise its existing notice of non-discrimination to include a statement that inquiries concerning the application of Title IX and its implementing regulation may be referred to the designated Title IX coordinator(s) or to OCR. In addition, the District will ensure that any publication of its notice of non-discrimination consistently includes a statement that the prohibition against discrimination extends to employment. The District will include the notice of nondiscrimination in each announcement, bulletin, catalog, or application form which it makes available to students, parents, employees, applicants for employment, unions, or other professional organizations holding collective bargaining or professional agreements with the District.

Reporting Requirement: By March 31, 2014, the District will provide to OCR documentation demonstrating its compliance with Action Item 2 above, including copies of the printed versions of all of the publications disseminated to students, parents and employees, and applicants for employment (described in Action Item 2); and, printouts or a link to all on-line publications containing the notice, including applications for employment. Inserts may be used pending reprinting of these publications.

Action Item 3: Grievance Procedures

The District will utilize only the Dignity for All Students Act (DASA) procedures for investigating complaints of discrimination and/or harassment of students on the basis of sex, and will eliminate other conflicting and procedures. The District will revise the DASA procedures to ensure that these include notice that the procedures also apply to complaints alleging sex discrimination by third parties, in addition to sex discrimination by students and employees, which is already stated in the procedures.

Reporting Requirements:

- (a) By March 31, 2014, the District will provide to OCR a draft of the grievance procedure it proposes to use for students, employees and third parties to file complaints of discrimination or harassment on the basis of sex, for OCR's review and approval.
- (b) Within sixty (60) days of the District's receipt of OCR's approval of the grievance procedures, the District will provide to OCR documentation to substantiate that it has formally adopted the OCR-approved revised procedures; and updated its printed publications and on-line publications with the revised procedures (inserts may be used pending reprinting of these publications). This documentation will include, at a minimum, (i) printouts or a link to all on-line publications containing the revised grievance procedures; and (ii) if not yet finalized, copies of inserts for printed publications.
- (c) By September 30, 2014, the District will provide to OCR copies of the printed versions of all publications disseminated to students and employees containing the revised Title IX grievance procedures.

Action Item 4: Training

By August 31, 2014, and periodically thereafter, the District will provide training to the Title IX Coordinator, DASA Coordinators, any other coordinators, and any District officials and administrators who will be directly involved in processing, investigating, and/or resolving complaints of sex discrimination, sexual harassment/assault. The training will cover the District's revised Title IX grievance procedures, and will provide attendees with instruction on recognizing and appropriately addressing allegations and complaints of discrimination on the basis of sex. The training will include information on what constitutes sex discrimination and sexual harassment/assault, and the District's responsibilities to address such allegations. Additionally, the training will include instruction on how to conduct and document adequate, reliable, and impartial investigations; including the appropriate legal standard of a preponderance of the evidence to apply in an investigation. The District will distribute copies of its revised non-discrimination statement and grievance procedures to all attendees.

Reporting Requirement: By August 31, 2014, the District will provide to OCR documentation demonstrating that it provided the training in accordance with Action Item 4 above. This documentation will include, but will not be limited to, the date(s) of the training; the name and

credentials of the trainer; copies of any training materials used, including any handouts, guides, or other materials; and a list of the individuals who attended the training and their positions.

The District understands that OCR will not close the monitoring of this agreement until OCR determines that the recipient has fulfilled the terms of this agreement and is in compliance with the regulations implementing Title IX, at 34 C.F.R. §§106.8 and 106.9, which were at issue in this case. The District also 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 this 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 of this agreement and is in compliance with the regulations implementing Title IX, at 34 C.F.R. §§106.8 and 106.9, which were at issue in this case. The District understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of this agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceeding to enforce this agreement, OCR shall give the District written notice of the alleged breach and a minimum of sixty (60) calendar days to cure the alleged breach.

Date

Authorized Representative
Williamson Central School District